

*Rosamond Community Services District  
Regular Board Meeting – Agenda  
Wednesday, April 26, 2023 @ 6:00PM*

**REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
ROSAMOND COMMUNITY SERVICES DISTRICT**

6:00 PM Regular Board Meeting  
Closed Session 6:05 PM  
Wednesday, April 26, 2023  
District Board Room  
3179 35<sup>th</sup> Street West  
Rosamond, CA 93560

Teleconference  
1-877-411-9748  
Access Code: 5150560

**Agenda**

**CALL TO ORDER** Time: \_\_\_\_\_

**ROLL CALL**

Director Greg Washington  
Director Alfred Wallis  
Director Rick Webb  
Vice President Ben Stewart  
President Byron Glennan

General Manager Kim Domingo  
Director of Public Works John Houghton  
Director of Administration Sherri Timm  
Legal Counsel, John Komar, Esq.

**PLEDGE OF ALLEGIANCE**

**APPROVAL OF THE AGENDA** Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

**PUBLIC COMMENTS**

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.

**VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE**

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

**CLOSED SESSION** Time: \_\_\_\_\_

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

**CS 1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**Pursuant to Government Code Section 54956.8**

**APNs: 258-074-03, 258-074-19**

**Agency negotiator: Kim Domingo**

**Negotiating party: Agent for Potential Buyer**

**Under negotiation: Price and Terms**

**PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION**

Time Out of Closed Session: \_\_\_\_\_

Motion \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_

\_\_\_\_\_ No Reportable Action      \_\_\_\_\_ Reportable Action by: \_\_\_\_\_

**6:00 P.M. OPEN SESSION** Time: \_\_\_\_\_

**PUBLIC COMMENTS**

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

**VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE**

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

**CONSENT CALENDAR**

- CC 1. Review and approve Check/Voucher Register dated April 4, 2023 through April 17, 2023, Payroll (Direct Deposit) dated April 12, 2023, Payroll (Direct Checks) dated April 12, 2023.
- CC 2. Receive and approve Cash Balances Report – January 2023
- CC 3. Receive and approve Cash Balances Report – February 2023
- CC 4. Receive and approve Cash Balances Report – March 2023
- CC 5. Receive and approve 3<sup>RD</sup> Quarter Treasurer’s Report
- CC 6. Receive and approve Reserve Balances Report

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_

**MINUTES**

- M 1. Approve April 5, 2023 Finance Committee Meeting Minutes
- M 2. Approve April 12, 2023 Regular Board Meeting Minutes.

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_

**NEW BUSINESS**

- NB 1. Authorize Consent to Collateral Assignment of Solar Project Documents and Equipment Subordination with SSI Rosamond Solar for Benefit of Key Equipment Finance. (Presenter GM Domingo).

Motion \_\_\_\_\_ Second \_\_\_\_\_

- NB 2. Approve Agreement with Z-Axis for Public Relations and Communications Services. (Presenter Kim Domingo).

Motion \_\_\_\_\_ Second \_\_\_\_\_

- NB 3. Approve Engagement Letter with Eide Bailly for Management Analyst Services. (Presenter Kim Domingo)

Motion \_\_\_\_\_ Second \_\_\_\_\_

**NB 4.** Approve Task 2 under GEI Agreement for Grant Application Services.  
(Presenter Kim Domingo)

Motion \_\_\_\_\_ Second \_\_\_\_\_

**NB 5.** FY 2023-2024 Budget – Second Workshop. (Presenter Finance Consultant Brad Rockabrand)

Motion \_\_\_\_\_ Second \_\_\_\_\_

### **PRESENTATIONS**

**PR 1.** Water Reclamation Plant Project Update.

### **DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS**

#### **GENERAL COUNSEL UPDATE**

John Komar, Esq

#### **GENERAL MANAGER UPDATE**

Kim Domingo

#### **DIRECTOR OF ADMINISTRATION UPDATE**

Sherri Timm

#### **PUBLIC WORKS UPDATE**

John Houghton

**ADJOURNMENT** Time: \_\_\_\_\_ Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_

**Requirements Regarding Disabled Access:** In accordance with Government Code §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-3411, Email: [stimm@rosamondcscd.com](mailto:stimm@rosamondcscd.com) or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35<sup>th</sup> Street West, Rosamond, CA 93560.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 3179 35<sup>th</sup> Street West, Rosamond, CA 93560. In addition, any such writing may also be posted on the District's web site.

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Brad Rockabrand, CPA  
Prepared by: Julie Lopez-Olmos, Senior Accounting Clerk  
SUBJECT: Review of the check/voucher register dated April 4, 2023 through April 17, 2023 | Payroll (Direct Deposit) dated April 12, 2023 | Payroll (Direct Checks) dated April 12, 2023

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### RECOMMENDATION:

By motion, receive and file.

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### EXECUTIVE SUMMARY:

The District's check/voucher register includes all disbursement transactions, actual checks as well as electronic, for the periods referenced above. Total disbursements were \$283,222.00 as follows:

Checks issued to vendors	\$225,149.59
Payroll direct deposit and checks	<u>58,072.41</u>
Total	\$283,222.00

Significant disbursements included the following payments:

- \$36,200.00 was paid to AV Heritage Builders on April 5, 2023 for the steel building project
- \$28,105.00 was paid Eide Bailly LLP on April 5, 2023 for March 2023
- \$14,332.03 was remitted to CalPERS on April 12, 2023 for required contributions
  - \$9,835.98 (Employer portion)
  - \$4,496.05 (Employee portion)
- \$4,774.24 was remitted to the Employment Development Department on April 12, 2023
  - \$ 84.10 (Employer portion)
  - \$4,690.14 (Employee portion)

- \$23,886.07 was remitted to the Internal Revenue Service on April 12, 2023
  - \$ 6,891.67 (Employer portion)
  - \$16,994.40 (Employee portion)
- \$11,147.72 was paid to Southern California Edison on April 12, 2023 for well 9 electricity usage

DISCUSSION/ANALYSIS:

The check/voucher register dated April 4, 2023 through April 17, 2023 includes check numbers 62759 through 62822 (Attachment 1)

Payroll (Direct Deposit) number 25960, 25962 and 25964 through 25986 were issued on April 12, 2023 in the amount of \$55,388.86. Payroll (Direct Checks) number 25959, 25961 and 25963 were issued on April 12, 2023 in the amount of \$2,683.55 (Attachment 2)

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICATION:

Not applicable

ATTACHMENTS:

Attachment 1 – Check/voucher register dated April 4, 2023 through April 17, 2023

Attachment 2 – Payroll (Direct Deposit) dated April 12, 2023 and Payroll (Direct Checks) dated April 12, 2023

Attachment 3 – Umpqua business card ending in 3476

Attachment 4 – Umpqua business card ending in 3542

Attachment 5 – Umpqua business card ending in 7121

Attachment 6 – Umpqua business card ending in 7744

Rosamond Community Services District  
 Check/Voucher Register  
 10101 - General Checking - Wells Fargo  
 From 4/4/2023 Through 4/17/2023

Date	Check No.	Vendor Name	Transaction Description	Amount	Total
4/5/2023	62318	MORENO, ROSALINDA	CUSTOMER REFUND	(200.00)	(200.00)
4/5/2023	62759	MORENO, ROSALINDA	CUSTOMER REFUND	200.00	200.00
4/5/2023	62760	A-1 KLEAN RTE	PW BLD: JANITORIAL CLEANING	1,360.00	3,565.00
4/5/2023		A-1 KLEAN RTE	JANITORIAL CLEANING	1,360.00	3,565.00
4/5/2023		A-1 KLEAN RTE	RWW: JANITORIAL CLEANING	845.00	3,565.00
4/5/2023	62761	AUTOZONE	#35 DURALAST BATTERY	212.63	276.86
4/5/2023		AUTOZONE	DURALAST BATTERY FOR SMALL GENERATOR	64.23	276.86
4/5/2023	62762	AV HERITAGE BUILDERS, INC.	STEEL BUILDING	36,200.00	36,200.00
4/5/2023	62763	BABCOCK LABORATORIES, INC.	SYSTEM TESTS	98.00	98.00
4/5/2023	62764	EIDE BAILLY LLP	MAR 2023 ACCOUNTING SERVICES	23,625.00	28,105.00
4/5/2023		EIDE BAILLY LLP	MAR 2023 TRANSITION SERVICES	4,480.00	28,105.00
4/5/2023	62765	GET HOOKED CRANE SERVICE INC.	BOOMTRUCK & PREVAILING WAGE	336.25	336.25
4/5/2023	62766	GREATAMERICA FINANCIAL SERVICES	KYOCERA LEASE AGREEMENTS	391.46	391.46
4/5/2023	62767	HERRERA, DAGOBERTO	PER DIEM ALLOWANCE: CWEA CONFERENCE	333.00	333.00
4/5/2023	62768	HYDROPRO SOLUTIONS LLC.	30 QTY METERS & 100 QTY STOP PINS	8,400.31	8,400.31
4/5/2023	62769	KERN COUNTY AUDITOR-CONTROLLER-COUNTY CLERK	VOUCHERS OR ACCOUNTS PAYABLE WARRANTS	54.84	54.84
4/5/2023	62770	KLEIN, DENATALE, GOLDNER, COOPER, ROSENLIBB & KIMBALL, LLP	GENERAL BUSINESS THROUGH 02/17/2023	2,624.00	6,984.00
4/5/2023		KLEIN, DENATALE, GOLDNER, COOPER, ROSENLIBB & KIMBALL, LLP	GENERAL BUSINESS THROUGH 03/20/2023	4,200.00	6,984.00
4/5/2023		KLEIN, DENATALE, GOLDNER, COOPER, ROSENLIBB & KIMBALL, LLP	ARSENIC CONSOLIDATION THROUGH 03/20/2023	160.00	6,984.00
4/5/2023	62771	O'DONNELL HEATING & AIR INC.	OFFICES: PREVENTIVE MAINTENANCE	350.00	1,074.60
4/5/2023		O'DONNELL HEATING & AIR INC.	WELL 8 & 9 PREVENTIVE MAINTENANCE	200.00	1,074.60
4/5/2023		O'DONNELL HEATING & AIR INC.	STP: PREVENTIVE MAINTENANCE	260.00	1,074.60
4/5/2023	62772	OFFICE DEPOT BUSINESS SOLUTIONS LLC	STP BLOWER ROOM: FILTER REPLACEMENTS FOR INTAKE RACKS	264.60	1,074.60
4/5/2023		OFFICE DEPOT BUSINESS SOLUTIONS LLC	2 QTY PAPER TOWELS	80.93	186.07
4/5/2023	62773	PIMENTEL, SHAWN	BATTERIES, ENVELOPES, FOLDERS, TAPE, ETC.	77.05	186.07
4/5/2023	62774	QUINN RENTAL SERVICES	REIMBURSEMENT: SWRCB T2 TEST FEE	28.09	186.07
4/5/2023	62775	DANIEL REID CONSULTING SERVICES	REACHLIFT RENTAL	65.00	65.00
4/5/2023	62776	ROSAMOND CSD	MAR 2023 SERVICES, SUPPORT AND T&M INITIATIVES	5,299.82	5,299.82
4/5/2023	62777	ROSAMOND CSD	2700 20TH ST	2,638.80	2,638.80
4/5/2023	62778	ROSAMOND CSD	3179 35TH ST W	158.11	158.11
4/5/2023	62779	SANI-STAR	WWTP (PHYDRO)	2,327.93	2,327.93
4/5/2023	62780	THE GATE DOCTOR	SEWER PLANT B POND	188.24	373.25
4/5/2023	62781	THE TIRE STORE	MAR 2023 SERVICE FEE	185.01	373.25
4/5/2023	62782	VULCAN MATERIALS COMPANY	REPAIR GATE	200.00	200.00
4/5/2023	62783	WASTE MANAGEMENT-KERN COUNTY	FLAT TIRE REPAIR	20.00	20.00
4/5/2023		WASTE MANAGEMENT-KERN COUNTY	3/4 IN CR AGG BASE	50.02	50.02
4/5/2023		WASTE MANAGEMENT-KERN COUNTY	875 PATERSON RD: TRASH SERVICE	401.25	1,185.02
4/5/2023		WASTE MANAGEMENT-KERN COUNTY	875 PATERSON RD: TRASH SERVICE	401.25	1,185.02
4/5/2023		WASTE MANAGEMENT-KERN COUNTY	PORT-O-LET	202.52	1,185.02
4/5/2023	62784	ZEE CONSULTING SERVICES	YRLY MNT. AGREEMENT-NON REGULATED DRUG, ALCOHOL & CONTRABAND	180.00	1,185.02
4/12/2023	62785	ALLIANT CONSULTING, INC.	MAR 2023: RWRP LABOR COMPLIANCE OVERSIGHT	275.00	275.00
				4,860.00	7,357.50

Rosamond Community Services District  
 Check/Voucher Register  
 10101 - General Checking - Wells Fargo  
 From 4/4/2023 Through 4/17/2023

Date	Check No.	Vendor Name	Transaction Description	Amount	Total
4/12/2023	62786	ALLIANT CONSULTING, INC.	MAR 2023: WORKSHOP BUILDING LABOR COMPLIANCE OVERSIGHT	2,497.50	7,357.50
4/12/2023		ANTELECOM, INC.	SOLAR WELL: 4G WIRELESS	75.00	225.00
4/12/2023		ANTELECOM, INC.	SOLAR ADMIN: 4G WIRELESS	75.00	225.00
4/12/2023	62787	ARAMARK	SOLAR POND: 4G WIRELESS	75.00	225.00
4/12/2023	62788	AT&T	EMPLOYEE UNIFORMS, MATS, TOWELS & 1ST AID KITS	1,859.62	1,859.62
4/12/2023		AT&T	STP	70.42	496.87
4/12/2023		AT&T	FAX	92.94	496.87
4/12/2023		AT&T	MAIN OFFICE	261.72	496.87
4/12/2023		AT&T	SCADA	47.30	496.87
4/12/2023		AT&T	TANK# 4	24.49	496.87
4/12/2023	62789	AUTOZONE	MASTERLOCK PADLOCK	18.04	44.82
4/12/2023		AUTOZONE	ENDURANCE AND TRADE EASY PULL	26.78	44.82
4/12/2023	62790	AV WATER MANAGEMENT	TESTING AND CERTIFICATION OF 2 BACKFLOW	300.00	531.90
4/12/2023		AV WATER MANAGEMENT	TESTING AND CERTIFICATION OF BACKFLOW	231.90	531.90
4/12/2023	62791	BOOT BARN, INC.	BOOTS: HERNADEZ 03/13/2023	200.00	200.00
4/12/2023	62792	CALIFORNIA PUBLIC EMPLOYEES RETIREMENT SYSTEM	PAYROLL REMITTANCE	14,332.03	14,332.03
4/12/2023	62793	CALPERS SUPPLEMENTAL INCOME 457 PLAN	PERS 457	4,290.68	4,290.68
4/12/2023	62794	CA STATE DISBURSEMENT UNIT	WITHHOLDING ORDER	389.53	389.53
4/12/2023	62795	COSTALES, MICHAEL	REIMBURSEMENT: WDS 7 ED COURSE AND EXAM FEE	115.00	115.00
4/12/2023	62796	CUSI	SENDGRID UNLIMITED EMAILS	100.00	100.00
4/12/2023	62797	DOWSEY, DAWN	MILEAGE REIMBURSEMENT + INTEREST	120.99	120.99
4/12/2023	62798	EMPLOYMENT DEVELOPMENT DEPARTMENT	EMPLOYMENT TRAINING TAX	2.27	4,774.24
4/12/2023		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE DISABILITY INSURANCE	772.50	4,774.24
4/12/2023		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE INCOME TAX	3,917.64	4,774.24
4/12/2023	62800	EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE UNEMPLOYMENT TAX ACT	81.83	4,774.24
4/12/2023	62801	EMPLOYEE RELATIONS INC.	PRE EMPLOYMENT INQUIRY	78.82	78.82
4/12/2023	62802	INFOSEND, INC.	STATEMENT DATA PROCESSING	3,788.39	3,788.39
4/12/2023		INTERFACE SECURITY SYSTEMS LLC	TROUBLESHOOT, CLEAN & RESET FIRE ALARM SYSTEM	365.00	365.00
4/12/2023	62802	IRON MOUNTAIN INC.	STG & SHRED PKG B	269.00	269.00
4/12/2023	62803	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAX	10,102.73	23,886.07
4/12/2023		INTERNAL REVENUE SERVICE	MEDICARE	2,612.58	23,886.07
4/12/2023		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	11,170.76	23,886.07
4/12/2023	62804	KARL'S HARDWARE	GRAFFITI	193.04	1,197.66
4/12/2023		KARL'S HARDWARE	MAINTENANCE	363.19	1,197.66
4/12/2023		KARL'S HARDWARE	SEWER	259.77	1,197.66
4/12/2023		KARL'S HARDWARE	WATER	381.66	1,197.66
4/12/2023	62805	KERN MACHINERY	MAINTENANCE ON GATOR VEHICLE	82.85	82.85
4/12/2023	62806	LEGAL SHIELD	LEGAL SHIELD	85.80	85.80
4/12/2023	62807	LOOMIS	ARMORED CAR COURIER SERVICE	809.40	809.40
4/12/2023	62808	NORTHERN DIGITAL INC.	T&M SUPPORT	7,530.00	9,470.00
4/12/2023		NORTHERN DIGITAL INC.	AVEVA SOFTWARE UPGRADE	1,940.00	9,470.00
4/12/2023		NORTHERN DIGITAL INC.	REPAIR CONDUIT TO CRANE	4,268.09	4,799.71
4/12/2023	62809	P & J ELECTRIC, INC.	LOCATE CONDUIT FOR CRANE	531.62	4,799.71
4/12/2023		P & J ELECTRIC, INC.	WWTP REHABILITATION FEB 2023	3,900.00	3,900.00
4/12/2023	62810	POPICHAK ENVIRONMENTAL			



Rosamond Community Services District  
 Check/Voucher Register  
 10101 - General Checking - Wells Fargo  
 From 4/4/2023 Through 4/17/2023

Date	Check No.	Vendor Name	Transaction Description	Amount	Total
4/12/2023	62811	ROSAMOND SOLAR, LLC	ENERGY SERVICE REVENUE	5,134.31	5,134.31
4/12/2023	62812	SOUTHERN COUNTIES LUBRICANTS, LLC	215 GAL DIESEL	1,260.01	1,260.01
4/12/2023	62813	SOUTHERN CALIF. EDISON	WELLS & TANKS	537.25	537.25
4/12/2023	62814	SOUTHERN CALIF. EDISON	2707 DIXIE ST	102.20	102.20
4/12/2023	62815	SOUTHERN CALIF. EDISON	5702 GASKELL RD WELL 9	11,147.72	11,147.72
4/12/2023	62816	SOUTHERN CALIF. EDISON	ST. LIGHTS & LLAD	9,161.52	9,161.52
4/12/2023	62817	SPARKLETT'S	WATER	45.45	45.45
4/12/2023	62818	UMPQUA BANK	3542 (ATTACHMENT 3)	3,376.90	3,376.90
4/12/2023	62819	UMPQUA BANK	4038 ROSAMOND CSD GAS ACCOUNT	5,631.12	5,631.12
4/12/2023	62820	UMPQUA BANK	7121 (ATTACHMENT 4)	333.49	333.49
4/12/2023	62821	UMPQUA BANK	7744 (ATTACHMENT 5)	2,750.01	2,750.01
4/12/2023	62822	Z AXIS IMAGES	MAR 2023 PR	3,300.39	3,300.39
				<u>225,149.59</u>	

**Rosamond Community Services District**

Summary Check/Transaction Register

From 4/12/2023 Through 4/12/2023

<u>Document Date</u>	<u>Document Number</u>	<u>Type of Payment</u>	<u>Amount</u>
4/12/2023	25959	Check	975.08
4/12/2023	25960	Check	854.24
4/12/2023	25961	Check	683.39
4/12/2023	25962	Check	341.69
4/12/2023	25963	Check	1,025.08
4/12/2023	25964	Check	2,538.43
4/12/2023	25965	Check	1,935.91
4/12/2023	25966	Check	3,360.56
4/12/2023	25967	Check	4,241.85
4/12/2023	25968	Check	2,059.04
4/12/2023	25969	Check	973.33
4/12/2023	25970	Check	1,647.55
4/12/2023	25971	Check	1,556.58
4/12/2023	25972	Check	1,906.40
4/12/2023	25973	Check	3,298.44
4/12/2023	25974	Check	1,969.44
4/12/2023	25975	Check	2,277.28
4/12/2023	25976	Check	1,855.92
4/12/2023	25977	Check	4,194.95
4/12/2023	25978	Check	2,824.32
4/12/2023	25979	Check	1,614.36
4/12/2023	25980	Check	1,370.66
4/12/2023	25981	Check	2,120.22
4/12/2023	25982	Check	1,855.03
4/12/2023	25983	Check	2,419.15
4/12/2023	25984	Check	2,769.50
4/12/2023	25985	Check	2,395.53
4/12/2023	25986	Check	<u>3,008.48</u>
Report Total			<u><u>58,072.41</u></u>

**PAYROLL 04/12/2023**

<u>Document Date</u>	<u>Document Number</u>	<u>Amount</u>
4/12/2023	25960	854.24
4/12/2023	25962	341.69
4/12/2023	25964	2,538.43
4/12/2023	25965	1,935.91
4/12/2023	25966	3,360.56
4/12/2023	25967	4,241.85
4/12/2023	25968	2,059.04
4/12/2023	25969	973.33
4/12/2023	25970	1,647.55
4/12/2023	25971	1,556.58
4/12/2023	25972	1,906.40
4/12/2023	25973	3,298.44
4/12/2023	25974	1,969.44
4/12/2023	25975	2,277.28
4/12/2023	25976	1,855.92
4/12/2023	25977	4,194.95
4/12/2023	25978	2,824.32
4/12/2023	25979	1,614.36
4/12/2023	25980	1,370.66
4/12/2023	25981	2,120.22
4/12/2023	25982	1,855.03
4/12/2023	25983	2,419.15
4/12/2023	25984	2,769.50
4/12/2023	25985	2,395.53
4/12/2023	25986	<u>3,008.48</u>

Total Direct Deposit 55,388.86

4/12/2023	25959	975.08
4/12/2023	25961	683.39
4/12/2023	25963	<u>1,025.08</u>

Total Checks Issued 2,683.55

**Total 58,072.41**



UMPQUA BANK

ROSAMOND CSD  
ROSAMOND CSD  
Account Number: #### #### #### 3542



Account Summary

Billing Cycle 03/31/2023  
 Days In Billing Cycle 31  
 Previous Balance \$5,500.90  
 Purchases + \$3,376.90  
 Cash + \$0.00  
 Balance Transfers + \$0.00  
 Special + \$0.00  
 Credits - \$0.00  
 Payments - \$5,500.90-  
 Other Charges + \$0.00  
 Finance Charges + \$0.00

**NEW BALANCE \$3,376.90**

Credit Summary

Total Credit Line \$50,000.00  
 Available Credit Line \$46,623.10  
 Available Cash \$0.00  
 Amount Over Credit Line \$0.00  
 Amount Past Due \$0.00  
 Disputed Amount \$0.00

Account Inquiries

Call us at: (866) 777-9013  
 Lost or Stolen Card: (866) 839-3485

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Payment Summary

**NEW BALANCE \$3,376.90**  
**MINIMUM PAYMENT \$3,376.90**  
**PAYMENT DUE DATE 04/25/2023**

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
02/28	03/01	PPLN01	24906413059168374480114	DNH*GODADDY.COM 480-5058855 AZ	\$2.99
03/01	03/02	PPLN01	24275393060900013217042	KERN DATA 666-8717205 CA	\$154.00
03/08	03/08	PPLN01	24692163067108276371697	AMZN Mktp US*HG9AT8JQ0 Amzn.com/bill WA	\$34.63
03/07	03/08	PPLN01	24137463067001510764529	USPS PO 0566120560 ROSAMOND CA	\$126.00
03/09	03/10	PPLN01	24137463069001537710503	USPS PO 0566120560 ROSAMOND CA	\$8.13
03/14	03/14	PPLN01	24692163073102717170877	AMZN Mktp US*HG1DD5VE2 Amzn.com/bill WA	\$36.45
03/15	03/15	PPLN01	24430993074400815002695	MSFT * E0100MIZK8 MSBILL.INFO WA	\$190.00
03/15	03/15	PPLN01	24430993074400815002729	MSFT * E0100MIRX7 MSBILL.INFO WA	\$506.00
03/17	03/19	PPLN01	24692163076105495042330	GoToCom*LogMeInPro goto.com MA	\$1,539.99
03/20	03/20		0000000LBX2303203362010	PAYMENT - THANK YOU	\$5,500.90-
03/23	03/23	PPLN01	24204293081006011700139	Samsung 800-7267864 NJ	\$96.53
03/23	03/26	PPLN01	24692163083100497181575	HILTONSAC ARDEN W-ROOM SACRAMENTO CA	\$368.26
03/27	03/28	PPLN01	24011343086000037422803	ZOOM.US 888-799-9666 WWW.ZOOM.US CA	\$15.99
03/28	03/29	PPLN01	24430993088400908296554	DNH*GODADDY.COM <a href="https://www.g">https://www.g</a> AZ	\$2.99

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UMPQUA BANK

Account Number

#### #### #### 3542

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AMOUNT OF PAYMENT ENCLOSED

Closing Date

03/31/23

New Balance

\$3,376.90

Total Minimum  
Payment Due

\$3,376.90

Payment Due Date

04/25/23

\$



ROSAMOND CSD  
 3179 35TH STREET WEST  
 ROSAMOND CA 93560-5929



15022

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 SEATTLE WA 98124-5142

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ROSAMOND CSD  
 ROSAMOND CSD  
 Account Number: ##### 3542



Cardholder Account Summary Continued					
Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/29	03/30	PPLN01	24906413088170529906402	VARIDESK* 1800 207 2587 800-2072587 TX	\$294.94

Finance Charge Summary / Plan Level Information									
Plan Name	Plan Description	FCM <sup>1</sup>	Average Daily Balance	Periodic Rate *	Corresponding APR	Finance Charges	Effective APR Fees **	Effective APR	Ending Balance
<b>Purchases</b>									
PPLN01 001	PURCHASE	E	\$0.00	0.06024%(D)	21.9900%	\$0.00	\$0.00	0.0000%	\$3,376.90
<b>Cash</b>									
CPLN01 001	CASH	A	\$0.00	0.06572%(D)	23.9900%	\$0.00	\$0.00	0.0000%	\$0.00
* Periodic Rate (M)=Monthly (D)=Daily							Days In Billing Cycle: 31		
** includes cash advance and foreign currency fees							APR = Annual Percentage Rate		
<sup>1</sup> FCM = Finance Charge Method									
(V) = Variable Rate If you have a variable rate account the periodic rate and Annual Percentage Rate (APR) may vary.									



UMPQUA BANK

ROSAMOND CSD  
Account Number: ##### 7121



**Account Summary**

Billing Cycle		03/31/2023
Days In Billing Cycle		31
Previous Balance		\$1,080.37
Purchases	+	\$333.49
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$1,080.37-
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

**NEW BALANCE \$333.49**

**Credit Summary**

Total Credit Line	\$10,000.00
Available Credit Line	\$9,666.51
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

**Account Inquiries**

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**Payment Summary**

NEW BALANCE	\$333.49
MINIMUM PAYMENT	\$333.49
PAYMENT DUE DATE	04/25/2023

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

**Cardholder Account Summary**

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/06	03/07	PPLN01	24692163065107137179986	CHEVRON 0308264 ROSAMOND CA	\$77.05
03/10	03/10	PPLN01	24692163069109708653973	CHEVRON 0206365 TEHACHAPI CA	\$96.41
03/16	03/17	PPLN01	24628013076000031505039	PILOT_01094 TEHACHAPI CA	\$80.95
03/20	03/20		0000000LBX2303203362002	PAYMENT - THANK YOU	\$1,080.37-
03/27	03/28	PPLN01	24692163086100049481348	LOVE'S #392 TEHACHAPI CA	\$79.08

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UMPQUA BANK

**Account Number**

##### 7121

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AMOUNT OF PAYMENT ENCLOSED

**Closing Date**

03/31/23

**New Balance**

\$333.49

**Total Minimum Payment Due**

\$333.49

**Payment Due Date**

04/25/23

\$



ROSAMOND CSD  
3179 35TH STREET WEST  
ROSAMOND CA 93560-5929



15074

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25 0008 7121 0000 0000 00000000 00000000 0



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ROSAMOND CSD  
Account Number: ##### 7744



Account Summary

Billing Cycle		03/31/2023
Days In Billing Cycle		31
Previous Balance		\$1,056.58
Purchases	+	\$2,750.01
Cash	+	\$0.00
Balance Transfers	+	\$0.00
Special	+	\$0.00
Credits	-	\$0.00
Payments	-	\$1,056.58
Other Charges	+	\$0.00
Finance Charges	+	\$0.00

**NEW BALANCE \$2,750.01**

Credit Summary

Total Credit Line	\$5,000.00
Available Credit Line	\$2,249.99
Available Cash	\$0.00
Amount Over Credit Line	\$0.00
Amount Past Due	\$0.00
Disputed Amount	\$0.00

Account Inquiries

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Payment Summary

NEW BALANCE	<b>\$2,750.01</b>
MINIMUM PAYMENT	<b>\$2,750.01</b>
PAYMENT DUE DATE	<b>04/25/2023</b>

NOTE: Grace period to avoid a finance charge on purchases, pay entire new balance by payment due date. Finance charge accrues on cash advances until paid and will be billed on your next statement.

Cardholder Account Summary

Trans Date	Post Date	Plan Name	Reference Number	Description	Amount
03/02	03/03	PPLN01	24492153061870970818666	ADOBE *ACROPRO SUBS 408-536-6000 CA	\$14.99
03/13	03/14	PPLN01	24431063073083756267451	AMAZON.COM*HG8IO0M02 AMZN AMZN.COM/BILL WA	\$77.09
03/14	03/15	PPLN01	24692163073103225340788	AMZN Mktg US*HG7TP88E2 Amzn.com/bill WA	\$114.52
03/20	03/20		0000000LBX2303203362008	PAYMENT - THANK YOU	\$1,056.58
03/20	03/22	PPLN01	24040533080029011613407	INTERSTATE BATTERY SYSTEM LANCASTER CA	\$277.57
03/21	03/22	PPLN01	24692163080108563606444	Amazon.com*HC9Y106U2 Amzn.com/bill WA	\$211.52
03/23	03/24	PPLN01	24275393082900018800010	WILLOW SPRINGS COMPANY 661-2562275 CA	\$80.00
03/27	03/28	PPLN01	24692163086100004958611	EXPEDIA 72520983953463 EXPEDIA.COM WA	\$866.32
03/28	03/29	PPLN01	24801973088690093894352	CALIFORNIA WATER ENVIRON 510-382-7800 CA	\$1,108.00

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UMPQUA BANK  
PO BOX 35142 - LB1181  
SEATTLE WA 98124-5142



Account Number  
##### 7744

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AMOUNT OF PAYMENT ENCLOSED

Closing Date	New Balance	Total Minimum Payment Due	Payment Due Date
03/31/23	\$2,750.01	\$2,750.01	04/25/23

\$

ROSAMOND CSD  
3179 35TH STREET WEST  
ROSAMOND CA 93560-5929



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# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Brad Rockabrand, CPA  
SUBJECT: Cash Balances – January 2023

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### RECOMMENDATION:

By motion, discuss and receive Cash Balances – January 2023 report.

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### EXECUTIVE SUMMARY:

The Cash Balances Report details the District's cash position as of the month end to allow for transparency, accountability and relevant financial data from which to make prudent fiscal decisions and policy. The Cash Balances Report is different than a financial update report which is given quarterly and compares budgeted revenues and expenditures with actual activity, as its only purpose is to report on cash balances. It also differs from the Treasurer's Report which reports on the investments of the District.

As of January 31, 2023, the District cash balances total \$3,869,492.51.

Cash Balances are allocated based on the original source the funds are generated or used from. As such, the above cash balance is broken out in the District funds as follows:

Water (Fund 01):	\$ 1,992,086.21
Sewer (Fund 02):	1,685,885.75
Street Lighting (Fund 03):	3,530.33
Lighting Assessment District (Fund 04):	68,258.19
Park (Fund 05):	1,285.29
Graffiti Abatement (Fund 06):	855.95
Park Maintenance (Fund 51):	422.69
General (Fund 99)	117,168.10
<b>Total</b>	<b><u>\$ 3,869,492.51</u></b>

*\*balances in parenthesis are negative and reported as Due To / From other funds*



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DISCUSSION/ANALYSIS:

Not applicable

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:


Not applicable

NOTIFICIATION:

Not applicable

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Kim Domingo, General Manager



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Brad Rockabrand, Finance Consultant

ATTACHMENTS:

Attachment 1 – Normal Trial Balance – Cash Reconciliations

**Rosamond Community Services District**  
Normal Trial Balance - Normal Trial Balance - Cash Reconciliations  
From 1/1/2023 Through 1/31/2023

Account Title	Account Code	Debit Balance	Credit Balance
Water Service	01		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	1,139,750.53	
Cal Trust - Debt Service	10163	<u>852,335.68</u>	
Water Service	Balance 01	1,992,086.21	
Sewer Service	02		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	823,756.92	
Cal Trust - Debt Service	10163	<u>862,128.83</u>	
Sewer Service	Balance 02	1,685,885.75	
Street Lighting	03		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	<u>3,530.33</u>	
Street Lighting	Balance 03	3,530.33	
Landscape & Lighting District #2	04		
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	<u>68,258.19</u>	
Landscape & Lighting District #2	Balance 04	68,258.19	
Park Recreation & Development	05		
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101		84,783.43
Cal Trust - Debt Service	10163	<u>86,068.72</u>	
Park Recreation & Development	Balance 05	1,285.29	
Graffiti Abatement	06		
General Checking - Wells Fargo	10101	<u>855.95</u>	
Graffiti Abatement	Balance 06	855.95	
Park Maintenance	51		
General Checking - Wells Fargo	10101		27,857.80
Cal Trust - Debt Service	10163	<u>28,280.49</u>	
Park Maintenance	Balance 51	422.69	
General Fund	99		
General Checking - Wells Fargo	10101	<u>117,168.10</u>	
General Fund	Balance 99	117,168.10	
Report Total		<u>3,982,133.74</u>	<u>112,641.23</u>
Report Difference		<u>3,869,492.51</u>	

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Brad Rockabrand, CPA  
SUBJECT: Cash Balances – February 2023

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### RECOMMENDATION:

By motion, discuss and receive Cash Balances – February 2023 report.

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### EXECUTIVE SUMMARY:

The Cash Balances Report details the District’s cash position as of the month end to allow for transparency, accountability and relevant financial data from which to make prudent fiscal decisions and policy. The Cash Balances Report is different than a financial update report which is given quarterly and compares budgeted revenues and expenditures with actual activity, as its only purpose is to report on cash balances. It also differs from the Treasurer’s Report which reports on the investments of the District.

As of February 28, 2023, the District cash balances total \$3,615,726.68.

Cash Balances are allocated based on the original source the funds are generated or used from. As such, the above cash balance is broken out in the District funds as follows:

Water (Fund 01):	\$ 1,979,049.84
Sewer (Fund 02):	1,433,809.26
Street Lighting (Fund 03):	3,766.39
Lighting Assessment District (Fund 04):	73,969.59
Park (Fund 05):	1,484.00
Graffiti Abatement (Fund 06):	817.38
Park Maintenance (Fund 51):	487.98
General (Fund 99)	122,342.24
<b>Total</b>	<b><u>\$ 3,615,726.68</u></b>

*\*balances in parenthesis are negative and reported as Due To / From other funds*

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DISCUSSION/ANALYSIS:

Not applicable

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

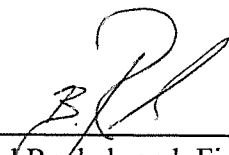
Not applicable

NOTIFICIATION:

Not applicable

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Kim Domingo, General Manager



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Brad Rockabrand, Finance Consultant

ATTACHMENTS:

Attachment 1 – Normal Trial Balance – Cash Reconciliations

**Rosamond Community Services District**  
Normal Trial Balance - Normal Trial Balance - Cash Reconciliations  
From 2/1/2023 Through 2/28/2023

Account Title	Account Code	Debit Balance	Credit Balance
Water Service	01		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	1,124,746.36	
Cal Trust - Debt Service	10163	<u>854,303.48</u>	
Water Service	Balance 01	1,979,049.84	
Sewer Service	02		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	569,690.02	
Cal Trust - Debt Service	10163	<u>864,119.24</u>	
Sewer Service	Balance 02	1,433,809.26	
Street Lighting	03		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	<u>3,766.39</u>	
Street Lighting	Balance 03	3,766.39	
Landscape & Lighting District #2	04		
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	<u>73,969.59</u>	
Landscape & Lighting District #2	Balance 04	73,969.59	
Park Recreation & Development	05		
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101		84,783.43
Cal Trust - Debt Service	10163	<u>86,267.43</u>	
Park Recreation & Development	Balance 05	1,484.00	
Graffiti Abatement	06		
General Checking - Wells Fargo	10101	<u>817.38</u>	
Graffiti Abatement	Balance 06	817.38	
Park Maintenance	51		
General Checking - Wells Fargo	10101		27,857.80
Cal Trust - Debt Service	10163	<u>28,345.78</u>	
Park Maintenance	Balance 51	487.98	
General Fund	99		
General Checking - Wells Fargo	10101	<u>122,342.24</u>	
General Fund	Balance 99	122,342.24	
Report Total		<u>3,728,367.91</u>	<u>112,641.23</u>
Report Difference		<u>3,615,726.68</u>	

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Brad Rockabrand, CPA  
SUBJECT: Cash Balances – March 2023

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### RECOMMENDATION:

By motion, discuss and receive Cash Balances – March 2023 report.

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### EXECUTIVE SUMMARY:

The Cash Balances Report details the District's cash position as of the month end to allow for transparency, accountability and relevant financial data from which to make prudent fiscal decisions and policy. The Cash Balances Report is different than a financial update report which is given quarterly and compares budgeted revenues and expenditures with actual activity, as its only purpose is to report on cash balances. It also differs from the Treasurer's Report which reports on the investments of the District.

As of March 31, 2023, the District cash balances total \$2,772,354.22.

Cash Balances are allocated based on the original source the funds are generated or used from. As such, the above cash balance is broken out in the District funds as follows:

Water (Fund 01):	\$ 1,806,095.22
Sewer (Fund 02):	769,607.01
Street Lighting (Fund 03):	942.37
Lighting Assessment District (Fund 04):	68,295.81
Park (Fund 05):	1,723.49
Graffiti Abatement (Fund 06):	817.38
Park Maintenance (Fund 51):	566.67
General (Fund 99)	124,306.27
<b>Total</b>	<b><u>\$ 2,772,354.22</u></b>

*\*balances in parenthesis are negative and reported as Due To / From other funds*

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DISCUSSION/ANALYSIS:

Not applicable

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICIATION:

Not applicable

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Kim Domingo, General Manager



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Brad Rockabrand, Finance Consultant

ATTACHMENTS:

Attachment 1 – Normal Trial Balance – Cash Reconciliations

**Rosamond Community Services District**  
Normal Trial Balance - Normal Trial Balance - Cash Reconciliations  
From 3/1/2023 Through 3/31/2023

Account Title	Account Code	Debit Balance	Credit Balance
Water Service	01		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	949,420.07	
Cal Trust - Debt Service	10163	<u>856,675.15</u>	
Water Service	Balance 01	1,806,095.22	
Sewer Service	02		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101		96,911.15
Cal Trust - Debt Service	10163	<u>866,518.16</u>	
Sewer Service	Balance 02	769,607.01	
Street Lighting	03		
Cash Holding	10050	0.00	
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	<u>942.37</u>	
Street Lighting	Balance 03	942.37	
Landscape & Lighting District #2	04		
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101	<u>68,295.81</u>	
Landscape & Lighting District #2	Balance 04	68,295.81	
Park Recreation & Development	05		
Cash Holding - Wells Fargo	10060	0.00	
General Checking - Wells Fargo	10101		84,783.43
Cal Trust - Debt Service	10163	<u>86,506.92</u>	
Park Recreation & Development	Balance 05	1,723.49	
Graffiti Abatement	06		
General Checking - Wells Fargo	10101	<u>817.38</u>	
Graffiti Abatement	Balance 06	817.38	
Park Maintenance	51		
General Checking - Wells Fargo	10101		27,857.80
Cal Trust - Debt Service	10163	<u>28,424.47</u>	
Park Maintenance	Balance 51	566.67	
General Fund	99		
General Checking - Wells Fargo	10101	<u>124,306.27</u>	
General Fund	Balance 99	124,306.27	
Report Total		<u>2,981,906.60</u>	<u>209,552.38</u>
Report Difference		<u>2,772,354.22</u>	



# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Brad Rockabrand, CPA  
SUBJECT: 3rd Quarter Treasurer's Report

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### RECOMMENDATION:

By motion, discuss and receive 3rd Quarter Treasurer's Report.

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### EXECUTIVE SUMMARY:

In accordance with California Government Code (CGC) Section 53646(b)(1), the District Accountant shall submit to the Board of Directors a quarterly investment report. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for Rosamond Community Services District by a third party contracted managers, where applicable.

The report must also include a certification that: (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy; and, (2) Rosamond Community Services District will meet its expenditure obligations for the next six months as required by CGC Section 53646(b)(2) and (3), respectively. The District shall maintain a complete and timely record of all investment transactions.

The Treasurer's Report allows the Board and the public to verify that the District's funds are invested in a safe and prudent manner and that such investments comply with District policy and State law. The Treasurer's Report is different than a budget report, as its purpose is to report on investment activity. Cash balances are reported separately in the monthly Cash Balances Report.

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This report, which reports on balances as of March 31, 2023 shows that District investments total **\$27,482,636.51**. All such investments are in government securities, certificates of deposit, or other approved investment vehicles.

The District investment balances went up from **\$25,286,881.68** by **\$2,195,754.83**. This decrease is comprised of:

Emergency Reserve Increases:	\$	0.00
Depreciation Replacement:		500,000.00
Water Availability:		0.00
Water Connection Fee Reserve:		0.00
Sewer Connection Fee Reserve:		0.00
Debt Service Reserve:		379,200.00
Water Rate Stabilization Reserve:		0.00
Sewer Rate Stabilization Reserve:		0.00
Unrestricted Reserve:		1,120,800.00
Investment Interest Earnings:		<u>195,754.83</u>
<b>Total</b>		<b><u>\$ 2,195,754.83</u></b>

The District holds investments with Cal Trust (an investment affiliate of Blackrock Investments) and Local Agency Investment Fund (LAIF) as follows:

Cal Trust Short Term Fund:	\$	152,160.49
Cal Trust Medium Term Fund:		26,256,711.70
Local Agency Investment Fund:		<u>1,073,764.32</u>
<b>Total</b>		<b><u>\$ 27,482,636.51</u></b>

Investment funds are allocated based on the original source the funds are generated from. As such, the above investment balance is broken out in the District funds as follows:

Water (Fund 01):	\$	14,344,477.88
Sewer (Fund 02):		11,565,034.87
Street Lighting (Fund 03):		180,127.88
LLAD # 2 (Fund 04):		253,692.81
Parks (Fund 05):		152,249.41
Park Maintenance (Fund 51):		53,658.91
General Fund (Fund 99):		<u>933,394.75</u>
<b>Total</b>		<b><u>\$ 27,482,636.51</u></b>

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DISCUSSION/ANALYSIS: The investment values in each fund are further broken down into three categories: (1) Nonrestricted (2) Assigned and (3) Restricted.

The attached reports (Attachments 1 & 2) show the breakdown of these categories.

Nonrestricted:

Water (Fund 01):	\$ 8,294,850.15
Sewer (Fund 02):	8,823,606.88
Street Lighting (Fund 03):	180,127.88
LLAD # 2 (Fund 04):	253,692.81
Parks (Fund 05):	86,506.92
Park Maintenance (Fund 51):	28,424.47
General Fund (Fund 99):	933,394.75
<b>Total</b>	<b><u>\$ 18,600,603.86</u></b>

Assigned:

Water (Fund 01):	\$ 6,049,627.73
Sewer (Fund 02):	2,741,427.99
Parks (Fund 05):	65,742.49
<b>Total</b>	<b><u>\$ 8,856,798.21</u></b>

Restricted:

Park Maintenance (Fund 51):	<u>\$25,234.44</u>
<b>Total</b>	<b><u>\$25,234.44</u></b>

FISCAL IMPACT:

Investment earnings for the quarter ended March 31, 2023 are:

Cal Trust Short Term Fund:	\$ 1,389.01
Cal Trust Medium Term Fund:	188,785.66
Local Agency Investment Fund:	5,580.16
<b>Total</b>	<b><u>\$ 195,754.83</u></b>

Year to date investment earnings are: **\$430,073.83.** (Amount reported net of accruals)

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PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

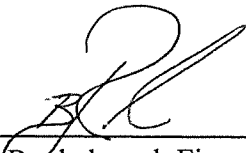
Not applicable

NOTIFICATION:

Not applicable

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Kim Domingo, General Manager



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Brad Rockabrand, Finance Consultant

ATTACHMENTS:

Attachment 1 – Cal Trust Investment Allocations

Attachment 2 – Local Agency Investment Fund Allocations

Attachment 3 – YTD Investment Earnings

	01-10160	01-10162	01-10163	01-10164	01-10166	02-10160	02-10161
	01-46930-99999-99	01-46930-99999-99	01-46930-99999-99	01-46930-99999-99	01-46930-99999-99	02-46930-99999-99	02-46930-99999-99
	Water	Water Connection Fees	Debt Service	Water Availability Project	Rate Stabilization	Sewer	Sewer
Balance @ 02/28/2023	0.00	3,420,611.56	854,303.48	2,935,735.57	579,402.63	4,277,384.73	646,072.11
Transfers From Gen Ck							
Transfers To Gen Ck							
Transfers for Cap Projects							
Reclassified as Assigned							
Reclassified as Non-Restricted							
Reclassified from debt service							
Transfer for Connection Fees							
Transfers for Internal Loan(s)							
Realized Gain (Loss)							
Transfers for Debt Service							
Interest Allocation Corrections							
Interest Adjustment							
Fund Transfer**							
Interest	0.00	9,496.11	2,371.67	8,150.02	1,608.50	11,874.63	1,793.59
Loan							
Balance @ 03/31/2023	0.00	3,430,107.67	856,675.15	2,943,885.59	581,011.13	4,289,259.36	647,865.70

02-10162	02-10163	02-10166	03-10160	03-10161	04-10160	05-10160	05-10163	51-10160	51-10163	99-10160	Total Non-
02-46930-99999-99	02-46930-99999-99	02-46930-99999-99	03-46930-99999-99	03-46930-99999-99	04-46930-99999-99	05-46930-99999-99	05-46930-99999-99	51-46930-99999-99	51-46930-99999-99	99-46930-99999-99	Restricted
Non-Restricted											
Sewer Connection											
Fees	Debt Service	Rate Stabilization	Street Lighting	Street Lighting	LLAD # 2	Parks	Debt Service	Park Maintenance	Debt Service	General	
2,110,449.88	864,119.24	417,760.20	179,479.04	0.00	252,990.47	0.00	86,267.43	0.00	28,345.78	825,395.12	
5,858.91	2,398.92	1,159.76	498.26	0.00	702.34	0.00	239.49	0.00	78.69	2,291.41	48,522.30
<b>2,116,308.79</b>	<b>866,518.16</b>	<b>418,919.96</b>	<b>179,977.30</b>	<b>0.00</b>	<b>253,692.81</b>	<b>0.00</b>	<b>86,506.92</b>	<b>0.00</b>	<b>28,424.47</b>	<b>827,686.53</b>	<b>17,526,839.54</b>

01-10165		02-10165		05-10165		34-10165		01-10161		04-10161		05-10161		51-10161		Total
01-46930-9999-99		02-46930-9999-99		05-46930-9999-99		34-46930-9999-99		01-46931-9999-99		04-46931-9999-99		05-46931-9999-99		51-46931-9999-99		
Assigned (Depreciation/Replacement Fund)																
Water	Sewer	Parks	GASB 34	Total Assigned	Water	LLAD	Parks	CSA 4,5,6	Total Restricted	Water	LLAD	Parks	CSA 4,5,6	Total Restricted	Total	
6,032,879.59	2,733,838.46	65,560.48	0.00	8,832,278.53	0.00	0.00	0.00	25,164.58	25,164.58	0.00	0.00	0.00	0.00	25,164.58	26,335,760.35	
16,748.14	7,589.53	182.01	0.00	24,519.68	0.00	0.00	0.00	69.86	69.86	0.00	0.00	0.00	0.00	69.86	73,111.84	
<b>6,049,627.73</b>	<b>2,741,427.99</b>	<b>65,742.49</b>	<b>0.00</b>	<b>8,856,798.21</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,234.44</b>	<b>25,234.44</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,234.44</b>	<b>26,408,872.19</b>	



CalTRUST  
 PO Box 2709  
 Granite Bay, CA 95746  
 www.caltrust.org  
 Email: admin@caltrust.org  
 Fax: 402-963-9094  
 Phone: 833-CALTRUST (225-8787)

## Investment Account Summary

03/01/2023 through 03/31/2023

### SUMMARY OF INVESTMENTS

Fund	Account Number	Total Shares Owned	Net Asset Value per Share on Mar 31 (\$)	Value on Mar 31 (\$)	Average Cost Amount (\$)	Cumulative Change in Value (\$)
<b>ROSAMOND COMMUNITY SERVICES DISTRICT</b>						
CalTRUST Short Term Fund	20100019110	15,175.573	10.00	151,755.73	152,160.49	(404.76)
CalTRUST Medium Term Fund	20100019110	2,590,673.289	9.78	25,336,784.77	26,032,358.98	(695,574.21)
BlackRock FedFund	20100019110	224,352.720	1.00	224,352.72	224,352.72	0.00
<b>Portfolios Total value as of 03/31/2023</b>				<b>25,712,893.22</b>		

### DETAIL OF TRANSACTION ACTIVITY

Activity Description	Activity Date	Amount (\$)	Amount in Shares	Balance in Shares	Price per Share (\$)	Balance (\$)	Average Cost Amt (\$)	Realized Gain/(Loss) (\$)
<b>CalTRUST Short Term Fund</b>		<b>ROSAMOND COMMUNITY SERVICES DISTRICT</b>			<b>Account Number: 20100019110</b>			
Beginning Balance	03/01/2023			15,125.273	9.99	151,101.48		
Accrual Income Div Reinvestment	03/31/2023	503.00	50.300	15,175.573	10.00	151,755.73	0.00	0.00
Change in Value						151.25		
Closing Balance as of	Mar 31			15,175.573	10.00	151,755.73		
<b>CalTRUST Medium Term Fund</b>		<b>ROSAMOND COMMUNITY SERVICES DISTRICT</b>			<b>Account Number: 20100019110</b>			
Beginning Balance	03/01/2023			2,583,336.826	9.68	25,006,700.48		
Accrual Income Div Reinvestment	03/31/2023	71,750.61	7,336.463	2,590,673.289	9.78	25,336,784.77	0.00	0.00
Change in Value						258,333.68		
Closing Balance as of	Mar 31			2,590,673.289	9.78	25,336,784.77		
<b>BlackRock FedFund</b>		<b>ROSAMOND COMMUNITY SERVICES DISTRICT</b>			<b>Account Number: 20100019110</b>			
Beginning Balance	03/01/2023			223,494.490	1.00	223,494.49		
Accrual Income Div Reinvestment	03/31/2023	858.23	858.230	224,352.720	1.00	224,352.72	0.00	0.00
Change in Value						0.00		
Closing Balance as of	Mar 31			224,352.720	1.00	224,352.72		

Please note that this information should not be construed as tax advice and it is recommended that you consult with a tax professional regarding your account.



	Non-Restricted						Total	
	01-10110 01-46930-99999-99	02-10110 02-46930-99999-99	03-10110 03-46930-99999-99	05-10110 05-46930-99999-99	99-10110 99-46930-99999-99			
	Water	Sewer	Street Lighting	Parks	General	Total Non-Restricted		
	483,170.61	484,734.91	150.58	0.00	105,708.22	1,073,764.32	1,073,764.32	
Balance @ 02-28-2023								
Transfers From Gen Ck						0.00	0.00	
Transfers To Gen Ck						0.00	0.00	
Transfer from AD 1						0.00	0.00	
Transfers for Cap Projects						0.00	0.00	
Capitalized Labor						0.00	0.00	
Transfers for Capacity Fees						0.00	0.00	
Transfers for Debt Service						0.00	0.00	
Zion						0.00	0.00	
SWB						0.00	0.00	
Fund Transfer**						0.00	0.00	
Qrty Interest	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Rounding adjustment					0.00	0.00	0.00	
Loan						0.00	0.00	
Balance @ 03-31-2023	483,170.61	484,734.91	150.58	0.00	105,708.22	1,073,764.32	1,073,764.32	
Accrued Interest							0.00	0.00

California State Treasurer  
**Fiona Ma, CPA**



Local Agency Investment Fund  
P.O. Box 942809  
Sacramento, CA 94209-0001  
(916) 653-3001

April 03, 2023

[LAIF Home](#)  
[PMIA Average Monthly Yields](#)

ROSAMOND COMMUNITY SERVICES DISTRICT

TREASURER  
3179 35TH STREET WEST  
ROSAMOND, CA 93560

[Tran Type Definitions](#)



**Account Number:** 16-15-004

March 2023 Statement

**Account Summary**

Total Deposit:	0.00	Beginning Balance:	1,073,764.32
Total Withdrawal:	0.00	Ending Balance:	1,073,764.32

**Rosamond Community Services District**  
Normal Trial Balance - Normal Trial Balance - YTD Investment Earnings  
From 7/1/2022 Through 3/31/2023

Account Title	Account Code	Debit Balance	Credit Balance
Water Service	01		
Interest Income - LAIF Unrestricted	46930		220,181.79
Water Service	Total 01	0.00	220,181.79
Sewer Service	02		
Interest Income - LAIF Unrestricted	46930		189,433.80
Sewer Service	Total 02	0.00	189,433.80
Street Lighting	03		
Interest Income - LAIF Unrestricted	46930		2,962.32
Street Lighting	Total 03	0.00	2,962.32
Landscape & Lighting District #2	04		
Interest Income - LAIF Unrestricted	46930		3,315.47
Landscape & Lighting District #2	Total 04	0.00	3,315.47
Park Recreation & Development	05		
Interest Income - LAIF Unrestricted	46930		2,506.76
Park Recreation & Development	Total 05	0.00	2,506.76
Park Maintenance	51		
Interest Income - LAIF Unrestricted	46930		468.28
Interest Income - LAIF Restricted	46931		415.15
Park Maintenance	Total 51	0.00	883.43
General Fund	99		
Interest Income - LAIF Unrestricted	46930		8,800.90
General Fund	Total 99	0.00	8,800.90
Report Total		0.00	428,084.47
Report Difference			428,084.47

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Brad Rockabrand, CPA  
SUBJECT: Reserve Balances

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### RECOMMENDATION:

By motion, discuss and receive Reserve Balances – March 2023 report.

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### EXECUTIVE SUMMARY:

The Reserve Balances Report details the District's Reserves to allow for transparency, accountability and relevant financial data from which to make prudent fiscal decisions and policy. This report should be used in conjunction with the other monthly/quarterly reports.

Pursuant to fiscal policy 3036.1:

*The District will maintain utility reserves/funds required by law, ordinance and bond covenant, to provide cash working capital for normal and ordinary operations, and also provide some insurance against economic downturns and emergencies. Minimum reserve funds, excluding bond reserve funds, will be as follows:*

1. Operations and Maintenance Fund
2. Debt Service Fund
3. Repair and Replacement Fund
4. Rate Stabilization Fund
5. Facilities Capacity Fee/Connection Fee Fund
6. Catastrophe/Emergency Fund
7. Water Acquisition Fund

This report, which reports on balances as of March 31, 2023, shows that District reserve balances total **\$22,193,150**.

Reserves are allocated based on the original source the funds are generated or used from. As such, the above reserve balance is broken out in the District funds as follows:

General (Fund 99):	\$ 230,014.00
Water (Fund 01):	15,293,898.00
Sewer (Fund 02):	6,530,999.00
Street Lighting (Fund 03):	1,093.00
Lighting Assessment District (Fund 04):	68,296.00
Park (Fund 05):	67,466.00
Graffiti Abatement (Fund 06):	817.00
Park Maintenance (Fund 51):	<u>567.00</u>
<b>Total</b>	<b><u>\$22,193,150.00</u></b>

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#### DISCUSSION/ANALYSIS:

A detailed analysis of each reserve is presented in Attachment 1 – Reserve Reconciliation.

#### Operations and Maintenance Fund:

Funded Status: (93%)

Comments: Pursuant to District Policy 3036.1.1, this reserve “reflects the timing between billing for revenues and payment expenses.” The reserve is to have, at minimum, 25% of O&M levels for the upcoming year.

Reporting Period Changes: This reserve decreased to (93%) due to the timing of cash flows in the quarter ended March 31. It will fluctuate up and down between reporting periods as the other reserves are funded and large, construction in progress expenses are paid. The sewer fund has continued to make large progress payments on the rehabilitation project at the Wastewater Treatment Plant. This coupled with the collection of the water and sewer base fees during the quarter ended March 31 comprise these changes.

Funding Plan: Not applicable.

#### Debt Service Fund:

Funded Status: 99%

Comments: Pursuant to District Policy 3036.1.2, “the District will maintain a debt service fund as required by law, legal and or contractual, obligation and or bond covenant, and will be 125% of the next required debt service payment for internal loans.” The District does not have debt service reserve requirements according to its agreements, however, this reserve has been

established to ensure adequate financial resources are set aside to make the required debt service payments each year. This reserve increased from December 31 due to a transfer of \$379,200 made in January.

Funding Plan: Not applicable.

Repair and Replacement Fund:

Funded Status: 70%

Comments: Pursuant to District Policy 3036.1.3, “the minimum balance of this fund should be based upon 25% of annual depreciation.”

Reporting Period Changes: This reserve increased from 66% to 70% due to a transfer of \$500,000 and investment earnings on the principal balance.

Funding Plan: It is the intent of management to steadily fund the deficit in this reserve over the course of five fiscal years, ending with fiscal year 2025-2026.

Rate Stabilization Fund:

Funded Status: 101%

Comments: Pursuant to District Policy 3036.1.4, “this fund is available for the District to transition any needed rate increases over a year or number of years. It is recommended that the minimum balance be based on 10% of the District’s annual rate revenues.”

Reporting Period Changes: This reserve is fully funded.

Funding Plan: Not applicable.

Facilities Capacity Fee/Connection Fee Fund:

Funded Status: 100%

Comments: Pursuant to District Policy 3036.1.5, “this fund segregates and separately accounts for the revenues collected from connection charges levied against new growth. This fund must be maintained from all other funds and used to offset capital projects costs or debt service related to new development.”

Funding Plan: This reserve is 100% funded.

Catastrophe/Emergency Fund:

Funded Status: 107%

Comments: Pursuant to District Policy 3036.1.6, this reserve is “intended to protect the District against financial impacts of unanticipated emergencies. At a minimum [it] will be set at \$1,000,000.” This fund began being funded in fiscal year 2016-17 and as expected was fully funded by the end of fiscal year 2017-18.

Reporting Period Changes: This reserve is fully funded.

Funding Plan: This reserve is 107% funded.

Water Acquisition Fund:

Funded Status: 100%

Comments: Pursuant to District Policy 3036.1.7, “this fund accounts for revenues generated for the purposes of acquiring additional water rights. This fund would be accounted for separately from all other funds.” This reserve was set up and funded in December 2015 with \$20,000 of revenue from the sale of water rights. This reserve does not have a target balance nor does it have a dedicated funding source. It is the intent of management to continue funding this reserve as unrestricted cash becomes available.

Funding Plan: This reserve is 100% funded.

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DISCUSSION/ANALYSIS:

Not applicable

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:


Not applicable

NOTIFICATION:

Not applicable

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Kim Domingo, General Manager



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Brad Rockabrand, Finance Consultant

ATTACHMENTS:

Attachment 1 – Reserve Reconciliation



**ROSAMOND COMMUNITY SERVICES DISTRICT  
RESERVE RECONCILIATION**

Fund	General	Water	Sewer	Street Lights	LLAD # 2	Parks	Graffiti	GASB 34	PM	Total
<b>Reserve Requirements:</b>										
Operations and Maintenance Fund	-	532,184.00	451,145.00	5,100.00	16,850.00	-	1,625.00	-	-	1,006,904.00
Debt Service Fund	-	862,381.37	872,128.46	-	-	85,283.76	-	28,022.56	-	1,847,816.15
Repair and Replacement Fund	24,108.00	9,937,687.00	2,636,815.00	-	-	-	-	-	-	12,598,610.00
Rate Stabilization Fund	-	572,963.00	413,146.00	-	-	-	-	-	-	986,109.00
Facilities Capacity Fee/Connection Fee	-	3,404,803.35	2,100,696.53	-	-	-	-	-	-	5,505,499.88
Emergency Fund	100,000.00	450,000.00	450,000.00	-	-	-	-	-	-	1,000,000.00
Water Acquisition	-	2,922,168.19	-	-	-	-	-	-	-	2,922,168.19
<b>Total Reserve Requirements</b>	<b>124,108.00</b>	<b>18,682,186.91</b>	<b>6,923,930.99</b>	<b>5,100.00</b>	<b>16,850.00</b>	<b>85,283.76</b>	<b>1,625.00</b>	<b>-</b>	<b>28,022.56</b>	<b>25,867,107.22</b>
<b>Actual Reserves:</b>										
Operations and Maintenance Fund	124,306.27	949,420.07	(96,911.15)	942.37	68,295.81	(84,783.43)	817.38	-	(27,857.80)	934,229.52
Debt Service Fund	-	856,675.15	866,518.16	-	-	86,506.92	-	28,424.47	-	1,838,124.70
Repair and Replacement Fund	-	6,049,627.73	2,741,427.99	-	-	65,742.49	-	-	-	8,856,798.21
Rate Stabilization Fund	-	581,011.13	418,919.96	-	-	-	-	-	-	999,931.09
Facilities Capacity Fee/Connection Fee	-	3,430,107.67	2,116,308.79	-	-	-	-	-	-	5,546,416.46
Emergency Fund	105,708.22	483,170.61	484,734.91	150.58	-	-	-	-	-	1,073,764.32
Water Acquisition	-	2,943,885.59	-	-	-	-	-	-	-	2,943,885.59
<b>Total Actual Reserves</b>	<b>230,014.49</b>	<b>15,293,897.95</b>	<b>6,530,998.66</b>	<b>1,092.95</b>	<b>68,295.81</b>	<b>67,465.98</b>	<b>817.38</b>	<b>-</b>	<b>566.67</b>	<b>22,193,149.89</b>
<b>Variance</b>	<b>105,906.49</b>	<b>(3,388,288.96)</b>	<b>(392,932.33)</b>	<b>(4,007.05)</b>	<b>51,445.81</b>	<b>(17,817.78)</b>	<b>(807.62)</b>	<b>-</b>	<b>(27,455.89)</b>	<b>(3,673,957.33)</b>
<b>Reserve Funded Status:</b>										
Operations and Maintenance Fund		178%	-21%	18%	405%	101%	50%		101%	93%
Debt Service Fund		99%	99%							99%
Repair and Replacement Fund	0%	61%	104%							70%
Rate Stabilization Fund		101%	101%							101%
Facilities Capacity Fee/Connection Fee		101%	101%							101%
Emergency Fund	106%	107%	108%							107%
Water Acquisition		101%								101%
<b>Total Reserve Funded Status</b>	<b>18.5%</b>	<b>82%</b>	<b>94%</b>	<b>21%</b>	<b>405%</b>	<b>79%</b>	<b>50%</b>	<b>-</b>	<b>2%</b>	<b>86%</b>

**FINANCE COMMITTEE MEETING OF THE  
BOARD OF DIRECTORS  
ROSAMOND COMMUNITY SERVICES DISTRICT**

6:00PM Finance Committee Meeting  
Wednesday April 5, 2023  
District Conference Room  
3179 35<sup>th</sup> Street West  
Rosamond, CA 93560

Teleconference #  
1-877-411-9748  
Access Code: 5150560

**Minutes**

**CALL TO ORDER**

The meeting was called to order at 6:00 PM by President Byron Glennan.

**ROLL CALL**

President Byron Glennan Present  
Director Rick Webb Present

General Manager (GM) Kim Domingo Present  
Board Secretary/Director of Administration Sherri Timm Present  
Also in attendance: Director of Finance – Brad Rockabrand

**PUBLIC COMMENTS**

(At this time, any person may address the Committee on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board or Committee meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Committee on any agenda matter at the time that matter is discussed, prior to Committee consideration and action. Speakers are requested to limit comments to five (5) minutes.)

NONE

**DISCUSSION**

**D 1. FY 2023-2024 Budget – First Workshop (Presenter Finance Director Brad Rockabrand)**

Finance Director Rockabrand explained the methodology of the budget process begins with the District’s Rate Study. District staff have provided input and changes have been made to the initial budget. The updated budget has savings of approximately \$250k with these changes.

A discussion took place regarding paying off existing debt versus funding reserves. Mr. Rockabrand stated this is a District policy decision and informed the committee that the District debt is a fixed rate. He suggested the District could make more aggressive payments to the Parks loans using the general fund reserves. Director Webb instructed GM Domingo to work with Mr. Rockabrand to find a reasonable amount to pay down the Parks loans and report findings back to the Board.

A discussion took place regarding the Arsenic Consolidation project. Gm Domingo stated service connections will not take place in this FY budget. The Lands of Promise project is running approximately 2 years behind schedule. The District may need to complete an impact analysis for the homes joining our system.

The Conservation fund was discussed. The District does not currently have a Conservation plan. Customer education regarding water efficiency should be promoted on our web site and in our newsletter.

Next steps needed in the budget process are as follows: Conduct a full board workshop at the regular board meeting on April 26<sup>th</sup>, publish a notice of public hearing to take place at the regular board meeting on May 10<sup>th</sup>, proposed budget adoption on May 10<sup>th</sup>.

## **D 2. Discontinuation of Water Service - Policy Amendments (Presenter Sherri Timm)**

The current Discontinuation of Water Service Policy states a delinquent account will be assessed a 10% penalty on the “unpaid balance”.

District staff felt the term “unpaid balance” was ambiguous and is seeking clarification and a recommendation from the Finance Committee to the Board if the 10% penalty charged to delinquent accounts should include the entire past due balance or only the current monthly bill balance. Staff had previously consulted with District counsel and confirmed the District would be SB998 compliant if we chose to calculate the delinquent on the entire unpaid balance.

Direction from the committee is to calculate the 10% delinquent penalty only on the current monthly bill.

Other amendments to the Discontinuation of Water Service Policy include section 1.1A to allow the District to notify delinquent customers of imminent discontinuation of service by written mailed notice and amend section 1.3 to align with current staff positions.

A Resolution with the above amendments will be presented for approval at the April 26<sup>th</sup> Regular Board Meeting.

**ADJOURNMENT** A motion to adjourn the meeting at 7:09 PM was made by Director Webb and seconded by President Glennan. Motion passed 2/0 all ayes. \_\_\_\_\_

Requirements Regarding Disabled Access: In accordance with §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-5808, Email: [stimm@rosamondcsd.com](mailto:stimm@rosamondcsd.com) or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35<sup>th</sup> Street West, Rosamond, CA 93560. Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at 3179 35<sup>th</sup> Street West, Rosamond, CA 93560. In addition, any such writing may also be posted on the District’s web site.

Respectfully Submitted:

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Rosamond Community Services District  
Board of Directors

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Board Secretary

# STAFF REPORT

## Rosamond Community Services District

DATE: April 5, 2023  
TO: Finance Committee  
FROM: Kim Domingo, General Manager, for Brad Rockabrand, Finance Director  
Subject: First Budget Workshop

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### **RECOMMENDATION:**

Review and comment on proposed upcoming FY 23-24 Budget.

### **BACKGROUND:**

This is the first budget workshop for the upcoming FY 23-24 budget, scheduled to be adopted in the May 10 regular board meeting. Staff is collecting anticipated costs for inclusion in the final recommendation.

### **ANALYSIS:**

The attached draft budget was developed using trending data from the previous 6 years and is in a form that will be used for the final budget. The line item costs are preliminary and have not yet been adjusted to reflect staff input. The salary costs include the MOU increase but do not yet include anticipated step, merit or promotion increases.

### **FISCAL REVIEW:**

The preliminary budget is balanced and based upon the current rates.

### **LEGAL REVIEW:**

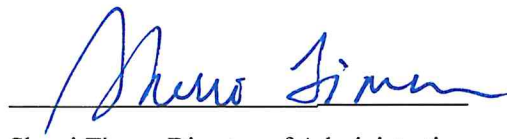
None

### **CONCLUSION:**

The form of the budget will not be modified but the cost distribution among line items will be adjusted based upon staff and board member input.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

### **ATTACHMENTS:**

Preliminary Budget

## **REGULAR MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT**

5:30PM Closed Session  
6:00 PM Regular Board Meeting  
Wednesday, April 12, 2023  
District Board Room  
3179 35<sup>th</sup> Street West  
Rosamond, CA 93560

Teleconference  
1-877-411-9748  
Access Code: 5150560

### **Minutes**

#### **CALL TO ORDER**

The meeting was called to order by President Byron Glennan at 5:30 PM

#### **ROLL CALL**

Director Greg Washington	Absent
Director Alfred Wallis	Present
Director Rick Webb	Present
Vice President Ben Stewart	Present (arrived after roll call at 5:31 PM)
President Byron Glennan	Present

Quorum declared: Yes

General Manager Kim Domingo	Present
Director of Public Works John Houghton	Present (arrived at 6:00PM)
Director of Administration Sherri Timm	Present
Legal Counsel, John Komar, Esq.	Present

#### **PLEDGE OF ALLEGIANCE**

#### **APPROVAL OF THE AGENDA**

A motion to approve the agenda was made by Director Webb and seconded by Director Wallis. **Motion passed, 4/0 all ayes. Director Washington absent.**

**PUBLIC COMMENTS**

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.

None.

**VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE**

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

None.

**CLOSED SESSION**

A motion to go into Closed Session at 5:32 PM was made by Vice President (VP) Stewart and seconded by Director Webb. Motion passed 4/0 all ayes. Director Washington absent.

**CS 1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

**Pursuant to Government Code Section 54956.8**

**APNs: 473-023-06, 473-023-08**

**Agency negotiator: Kim Domingo**

**Negotiating party: Owners of at issue parcels**

**Under negotiation: Price and Terms**

**PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION**

A motion to adjourn from Closed Session at 5:45 PM was made by Director Webb and Seconded by VP Stewart. Motion passed 4/0, all ayes. Director Washington absent.

  X   No Reportable Action             Reportable Action by: \_\_\_\_\_

**6:00 P.M. OPEN SESSION**      Time: 6:00 PM

**PUBLIC COMMENTS**

(At this time, any person may address the Board on any subject within the District’s jurisdiction which is not on the agenda. However, any non-agenda matter will be referred to staff for a report and/or action at a subsequent Board meeting and no action can be taken on any such item discussed unless the action has been authorized under §54954.2(b) of the Government Code. Any person may also address the Board on any agenda matter at the time that matter is discussed, prior to Board consideration and action. Speakers are requested to limit comments to five (5) minutes.)

None.

**VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE**

(If any member of the public on the teleconference/video conference wishes to identify themselves as present for this meeting, please do so for the records/minutes)

John Joyce – Rosamond News.

**CONSENT CALENDAR**

CC 1 Review and receive Check/Voucher Register dated March 14, 2023 through April 3, 2023, Payroll (Direct Deposit) dated March 15, 2023, Payroll (Direct Deposit) dated March 29, 2023.

A motion to receive and approve CC1 was made by Director Webb and seconded by VP Stewart. Motion passed 4/0, all ayes. Director Washington absent.

**MINUTES**

**M 1.** Approve March 21, 2023 Sewer Committee Meeting Minutes.

**M 2.** Approve March 21, 2023 Finance Committee Meeting Minutes

**M 3.** Approve March 22, 2023 Regular Board Meeting Minutes.

A motion to approve M 1, M 2, and M 3 was made by Director Wallis and seconded by VP Stewart. **Motion passed 4/0, all ayes. Director Washington absent.**

**NEW BUSINESS**

**NB 1.** Establish Diamond St. Property Project (Presenter GM Domingo).

The District property located at 2645 Diamond St. is unoccupied and is in a blighted condition. Staff visited the site to determine what alternatives could be developed to mitigate the blight condition.

A vendor quote for Hazmat testing services in the amount of \$4252.34 has been received and a budget of \$6000 is requested to account for staff time and other expenses that may be encountered. Planned expenditures will need to come from the General Fund and Board approval is required as this is a midyear project that is not in the budget.

A motion was made by Director Webb and seconded by VP Stewart to authorize the \$6000 non-budgeted expense to come from the General Fund to begin the project. **Motion passed 4/0, all ayes. Director Washington absent.**



**NB 2.** Establish Rosamond Boulevard Utility Grade Adjustment Project.  
(Presenter GM Domingo).

Kern County has postponed this project until spring 2024. The project will be scheduled in the next fiscal year budget. No action was taken.

**NB 3.** ACWA Coalition Opposing Water Rights Legislation (Presenter GM Domingo)

The Association of California Water Agencies (ACWA) has asked its member Districts to join their coalition to oppose three proposed legislative bills (AB 460, AB 1337 and SB 389) which could adversely affect current water rights holders. A motion was made by VP Stewart and seconded by Director Wallis to authorize the District to join the ACWA Coalition Opposing Water Rights Legislation and direct staff to send the necessary District information to ACWA.

**Motion approved 4/0, all ayes. Director Washington absent.**

**NB 4.** WRP Change Order No.7 (Presenter GM Domingo).

Because of additional facility adjustments and needs that had been discovered during the Water Reclamation Plant startup, several items are required to implement the changes needed for the plant to operate according to design intent. These proposed modifications as stated in Change Order #7 amount to \$203,981.86 and 12 additional calendar days. Total change order costs are still within the expected range of additional costs for this type of project. Approval is recommended so the contractor can continue towards project completion.

A motion was made by Director Wallis and seconded by VP Stewart to approve Change Order No.7 and authorize the General Manager to execute the document.

**Motion passed 4/0, all ayes. Director Washington absent.**

**NB 5.** Investment Strategies – Transfer from Cal Trust fund and Invest with Class Prime fund. (Presenter GM Domingo)

District staff has researched the newly formed California Cooperative Liquid Assets Securities System (CLASS), which is a JPA that functions similarly to Cal Trust and LAIF but has features that make it an attractive alternative. Our Financial Consultant has also recommended we invest in CLASS. The District's staff recommends transferring \$25,000,000 from the Cal Trust medium term fund and invest it with the CLASS Prime Fund.

A motion to transfer \$25,000,000 from the District's Cal Trust fund medium- term fund to the CLASS Prime fund was made by Director Webb and seconded by Director Wallis.

**Motion passed, 3 ayes, 1 abstention by- VP Stewart ; Director Washington absent.**

**NB 6. Resolution Amending The Discontinuation of Water Service Policy  
(Presenter Sherri Timm)**

Request to amend the Discontinuation of Water Service Policy to authorize changes to the following areas: Method of customer notification from telephone to mailed, written notice, clarify the 10% delinquent penalty fee applies to the unpaid current charges and not the unpaid outstanding balance and updating staff position titles to be aligned with current staff positions.

Accept and approve by Resolution 2023-2 amending the Discontinuation of Water Service Policy as recommended by Staff and the Finance Committee. A motion was made by VP Stewart and seconded by Director Webb to accept and approve Resolution No. 2023-2 amending the existing Discontinuation of Water Service.

**Motion passed 4/0, all ayes. Director Washington absent.**

**NB 7. Arsenic Consolidation Access Agreements (Presenter Domingo)**

On June 17, 2020, the District entered into an agreement with the State Water Board for arsenic compliance through the consolidation of 8 small water systems that had arsenic levels above the maximum contaminant level of 10 pmm. Authorization is needed to approve offers for temporary construction and permanent easements and to authorize the General Manager to execute the documents.

A motion was made by Director Webb and seconded by VP Stewart to authorize the General Manager to approve offers and execute documents for temporary construction and permanent easements.

**Motion passed 4/0 all ayes. Director Washington absent.**

**NB 7. Authorize Consent to Collateral Assignment of Solar Project (Presenter GM Domingo)**

The item has been tabled to a later date. No action taken.

**PRESENTATIONS**

**PR 1. Water Reclamation Plant Project Update.**

A construction and facility maintenance update was provided by Chief Water Reclamation Plant Operator Ryan Becker.

### **DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS**

VP Stewart thanked the staff involved for conducting the well tour for the 6<sup>th</sup> grade students at Tropic Middle School.

Director Webb thanked the General Manager and Director of Administration for all of the positive changes at the District.

President Glennan said AVEK has announced they will receive 75% of their water allocation with possibly one more bump.

### **GENERAL COUNSEL UPDATE**

John Komar, Esq  
No report.

### **GENERAL MANAGER UPDATE**

Kim Domingo reported on the following items:

- 20th street property did not meet the need of the potential lessee.
- Water connection issues at Rosamond High School need to be discussed with the School District. A return call from the Superintendent is expected.
- There will be another meeting with the State in May to review the arsenic grant.
- Board of Director training session is still scheduled for April 26<sup>th</sup>.
- Budget process has started. Next workshop is scheduled for April 26<sup>th</sup>.
- Staff has been working to refine the procurement process.
- District staff is considering filling the open Management Analyst position with contract services from Eide Bailey.
- A letter was sent to SCWBA to discuss the Water Bank grant payment adjustment. Staff will keep the board informed of any updates received.

### **DIRECTOR OF ADMINISTRATION UPDATE**

Sherri Timm reported staff customer care calls and information regarding resumption of late fees and shutoffs on our website and statement messages have help to reduce the number of severely delinquent accounts by 209 accounts and payments totaling \$11,304 have been made. Customer outreach will continue. Newspaper advertising will also be done to let our customers know the District has several options to help them get their account current. Recent correspondence was also reviewed.

**PUBLIC WORKS UPDATE**

John Houghton reviewed information contained in the new Field Operations Report. Mr. Houghton also stated Public Works staff has also been performing landscape maintenance at the District office.

**ADJOURNMENT**

A motion to adjourn the meeting at 6:54PM was made by VP Stewart and seconded by Director Wallis. **Motion passed 4/0, all ayes. Director Washington absent.**

Requirements Regarding Disabled Access: In accordance with Government Code §54954.2(a), requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting, should be made to the RCSD Board Secretary at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary by telephone at (661) 256-3411, Email: [stimm@rosamondcsd.com](mailto:stimm@rosamondcsd.com) or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35<sup>th</sup> Street West, Rosamond, CA 93560.

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Respectfully Submitted:

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Rosamond CSD Board of Directors

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Board Secretary

# Field Operations Report – April 12 , 2023

## Monthly Sewer Report

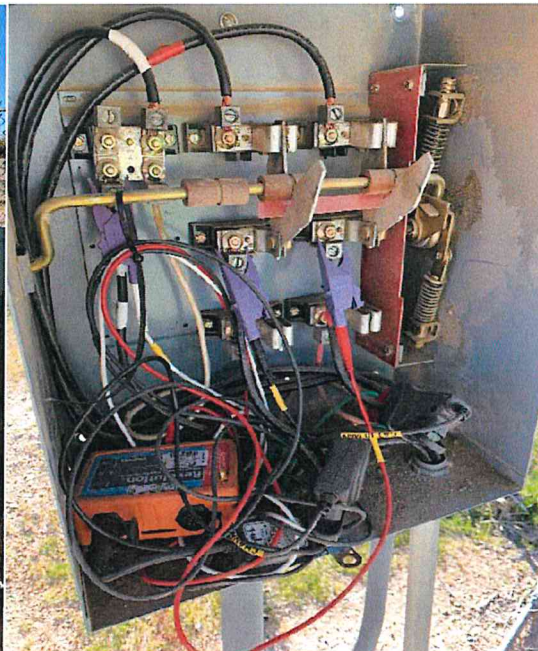
### 1. Footage cleaned – 7485

MH From	MH To	LENGTH	Date_clean	CLEAN_NOTE
1033	991	253.83	4/6/2023	pieces of debris
856	855	259.65	4/5/2023	clear
854	855	378.60	4/5/2023	clear
855	880	258.96	4/5/2023	clear
1017	880	412.91	4/5/2023	clear
999	1033	359.35	3/29/2023	Pieces of debris
1008	888	99.58	3/29/2023	clear
752	750	340.62	3/29/2023	heavy obstruction
1011	888	272.57	3/28/2023	clear little debris
1009	1010	231.64	3/28/2023	cleat little debris
1010	1011	270.52	3/28/2023	clear little debris
887	1009	161.02	3/28/2023	clear little debris
883	884	260.46	3/28/2023	clear
886	884	343.56	3/28/2023	clear
884	879	202.71	3/28/2023	partial obstruction
850	879	177.42	3/28/2023	clear
879	1008	297.05	3/28/2023	clear
852	878	260.21	3/27/2023	clear
882	883	298.46	3/27/2023	medium grit
902	851	53.63	3/27/2023	clear
851	1012	122.51	3/27/2023	clear
1012	878	132.03	3/27/2023	clear
878	883	150.99	3/27/2023	light
698	1013	319.10	3/27/2023	broomstick on shelf
1013	851	129.86	3/27/2023	little to no debris
821	857	79.04	3/22/2023	debris on shelf
857	856	287.61	3/22/2023	debris on sheld
1015	1014	228.31	3/22/2023	clean little to no debris
1014	702	200.47	3/22/2023	clean little to no debris
702	852	258.39	3/22/2023	clean little to no debris

853	1016	236.11	3/22/2023	clean little to no debris
1016	852	148.56	3/22/2023	clean little tot no debris

*Sewer*

2. SSOs – 0
3. Manhole inspections – 56
4. Repairs - 0
5. Calls from customers - 0
6. Footage camera-ed – 150 ft  
- Brabham st to Howard st
7. Illicit discharges -0
8. FOG inspections – 0
9. Pest Control measures – Boric acid
10. We have been working with Southern Ca Edison on trying to get them to correct the incoming voltage supply problem at the Appleblossom lift station over the past few months. They have installed a voltage reader machine to monitor and collect data and have recently come to retrieve the recorder. We are currently waiting to hear back to see their findings.



## Monthly Water Report – 3/16 – 4/12

### 1. Service line Leaks - 15

- 3318 Kellie
- 3313 Stella
- 3301 Mesa
- 2018 Eastwind
- 3101 Richland
- 3330 Poplar
- 2117 Westerly
- 2468 Sam
- 3733 Scherer
- 2648 Westland
- 2421 Driftwood
- 2701 Summerchase
- 2912 Trakell
- 2344 Panorama
- 3409 Roxbury

### 2. Main Leaks / Breaks – 0

### 3. New Service line install – 1

- 2929 28<sup>th</sup> st

### 4. Daily routine of work orders , well runs and USA marks.

### 5. Water meter register changeouts – 48

### 6. Water Bank pipe exposure project. Exposed pipe for replacement



7. We have currently been working on landscaping and beautifying the property. We installed artificial turf around the flagpole, ¾ tan rock in planters which we obtained from Golden Queen mine.





# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Kim Domingo, General Manager  
Subject: Approve Consent to Collateral Assignment of Solar Project Documents and Equipment Subordination with SSI Rosamond Solar for the Benefit of Key Equipment Finance

---

### **RECOMMENDATION:**

Approve the Consent document and authorize the General Manager to execute subject to counsel approval.

### **BACKGROUND:**

On December 23, 2020, your Board approved the Power Purchase Agreement and Lease between SSI Devco, LLC and Rosamond CSD (Agreement). The Agreement was fully executed on December 29, 2020.

The Agreement provides for the installation of a solar array that will directly benefit the Water Reclamation Facility operation by providing a renewable energy source with predictable energy rates for the next 25 years. The energy provided by the solar array will offset energy that would be purchased through Southern California Edison.

The Consent document for consideration will allow SSI to finance the completed solar project and allow Key Equipment Finance to service the Agreement in the future.

### **ANALYSIS:**

The proposed engagement between and installation company and a finance company for solar projects is a common industry practice, but it does require permission from the customer before it can take place. It does not change any of the Agreement terms, so the District's minimal risks under the Agreement do not change.

### **FISCAL REVIEW:**

No additional costs under the current Agreement.

### **LEGAL REVIEW:**

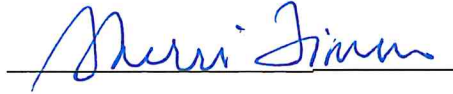
Counsel has been actively engaged in modifying the language of the documents on behalf of the District.

**CONCLUSION:**

Approval of the Consent does not materially affect the District, so approval is recommended.

  
\_\_\_\_\_

Kim Domingo, General Manager

  
\_\_\_\_\_

Sherri Timm, Director of Administration

**ATTACHMENTS:**

Consent  
Legal Opinon

## CONSENT TO COLLATERAL ASSIGNMENT OF SOLAR PROJECT DOCUMENTS AND EQUIPMENT SUBORDINATION

This Consent to Collateral Assignment of Solar Project Documents and Equipment Subordination, dated as of \_\_\_\_\_, 2023 (this "Consent"), is made by Rosamond Community Services District a California special district ("Host"), and SSI Rosamond Solar, LLC, a Delaware limited liability company ("Company"), and is provided for the benefit of Key Equipment Finance, a division of KeyBank National Association ("Key"), in connection with those certain solar project documents ("Solar Project Documents") identified in Exhibit A to this Consent, and relates to the solar photovoltaic system ("System") located at the site ("Site") identified and described in Exhibit B to this Consent.

Capitalized terms used and not otherwise defined herein shall have the meanings ascribed thereto in the Solar Project Documents.

1. Acknowledgment and Consent.

a. Host acknowledges that Company is entering into a sale-leaseback transaction ("Transaction") with Key, whereby Company will sell its rights, interests and obligations in and to the System to Key, and in connection therewith Key will lease the System to Company.

b. In order to secure its obligations under the Transaction, Company is in connection with the Transaction (i) conveying the System to Key, (ii) collaterally assigning and granting to Key a first-priority security interest in all of Company's right, title and interest in, to and under the Solar Project Documents including, without limitation, all of Company's rights to receive payments under or with respect to the Solar Project Documents, (iii) assigning to Key a non-exclusive license to the access rights set forth in the Solar Project Documents, and (iv) confirming that any purchase option available to the Host with respect to the System is subject to Key's agreement as owner of the System.

c. To the extent consent is not already granted in the Solar Project Documents, Host consents to the Assignment, Transaction and the related transactions set forth in subparts (a) and (b) above.

2. Key's Rights. Notwithstanding any contrary term in the Solar Project Documents:

a. Key shall be entitled to exercise any and all rights and remedies of a secured party with respect to the Solar Project Documents.

b. Host agrees that Host will provide to Key notice of any default by Company and other material notices under the Solar Project Documents and will permit Key the same cure periods as are available to Company under the Solar Project Documents, provided that Key shall have ninety (90) days from the date of said notice to cure any default so long as Key is diligently proceeding to cause a cure; and further provided that any period to cause a cure shall be tolled if Key is prohibited from curing any default due to bankruptcy of Company or by any other process, stay or injunction issued by any court or governmental authority.

c. If, in connection with the exercise of any of its rights and remedies, Key elects to exercise step-in rights under the Solar Project Documents, Key shall use commercially reasonable efforts to ensure that the System remains under the care of a Qualified Operator. A "Qualified Operator" is a business organization which has the skillset and experience to operate and service the System in accordance with the terms of the Solar Project Documents.

d. If Key transfers Company's interests in the Solar Project Documents to a third

party, in accordance with the Solar Project Documents (an “Assignee”), so long as the Assignee is also a Qualified Operator, (i) Host shall recognize the respective Assignee as the counterparty under the Solar Project Documents; (ii) Host shall continue to perform its obligations under the Solar Project Documents in favor of such Assignee; and (iii) Key shall be released from any further liability thereunder (other than those obligations arising prior to the date of such assignment or those obligations that are not assumed).

e. If Host assigns its right, title and interest in the Solar Project Documents to a third party with whom Key cannot conduct business for regulatory, legal, policy or credit/financial reasons, such assignment shall entitle Company and Key to terminate the Solar Project Documents as if the Host were a defaulting party.

3. Representations and Warranties of Host. Host hereby represents and warrants to Key as follows:

a. Host is duly organized, validly existing and in good standing under the laws of the State of California and has all requisite power and authority to execute and deliver, and to perform its obligations under, the Solar Project Documents and this Consent;

b. The execution, delivery and performance by Host of this Consent have been duly authorized by all necessary action and, as of the date hereof, do not require any further consents or approvals that have not been obtained;

c. To the best of Host’s knowledge, the execution, delivery and performance by Host of this Consent will not (i) violate any provision of any law, regulation, order, judgment, injunction or similar matters applicable to it; or (ii) conflict with, result in a breach of or violate any of the terms, conditions or provisions of Host’s formation, constituent or governing documents;

d. This Consent and the Solar Project Documents are legal, valid and binding obligations of Host enforceable against Host in accordance with their respective terms except as may be limited by bankruptcy, insolvency and other laws affecting creditors’ rights in general;

e. As of the date hereof, Host has no knowledge of a Force Majeure event having occurred under the Solar Project Documents; and

f. As of the date hereof, Host has not taken any official action or entered into any approval to exercise any purchase option available to Host in connection with the System.

4. Representations and Warranties of Company. Company hereby represents and warrants to Key and Host as follows:

a. Company has the full power, authority and legal right to execute, deliver and perform its obligations under this Consent and the Solar Project Documents. This Consent has been duly executed and delivered by Company, and this Consent and the Solar Project Documents are legal, valid and binding obligations of Company enforceable against Company in accordance with their respective terms except as may be limited by bankruptcy, insolvency and other laws affecting creditors’ rights in general.

b. Company agrees, and Key acknowledges, that the System's specifications listed in **Exhibit B** are correct.

5. Confirmation and Agreement. Host confirms the following matters for the benefit of Key with respect to the Solar Project Documents and the System:

a. To Host's knowledge, there exists no default or event or condition that would, with the giving of notice or lapse of time, constitute a default under the Solar Project Documents, and each of Company and Host has fulfilled all of its respective obligations under the Solar Project Documents to the extent such obligations are required to be performed as of the date hereof.

b. Host owns the Site where the System has been or will be installed. Host acknowledges and agrees that the legal descriptions and System specifications in **Exhibit B** are correct.

c. The interest of Key in the System shall at all times be superior to any interest Host may now or hereafter have in the System, and Host hereby subordinates any lien, encumbrance or interest heretofore or hereafter created that Host may have in the System, whether such lien, encumbrance or interest is statutory or by agreement, to the title, lien, encumbrance or interest of Key, regardless of the timing or order of creation or any perfection, and whether or not any System (or any part thereof) is deemed a fixture on the Site. Host agrees that the System is, and shall at all times remain, personal property notwithstanding that it may be installed on or affixed to the Site.

d. Without limitation of the foregoing, Host grants to Key and its agents, employees and contractors a license to enter upon the Site and remove the System for up to one hundred eighty (180) days after notice to Key of the termination or expiration of the Solar Project Documents, with such one hundred eighty (180) day period being tolled for any period of time during which Key is stayed from removing the System by a proceeding in bankruptcy with respect to Company.

e. Host agrees not to hinder such exercise of remedies under the Solar Project Documents or this Consent. If Key elects to remove the System, Key shall perform such removal in accordance with the terms of the Solar Project Documents, provided that Key shall have no obligations to remove substructures installed in order to support the System.

f. The Solar Project Documents are in full force and effect and have not been amended except as explicitly indicated in **Exhibit A**, and there are no other agreements or representations of any kind between Host and Company other than the Solar Project Documents listed in **Exhibit A**.

g. Host will use commercially reasonable efforts to place its direct successors, assigns and lien holders on notice of the ownership of the System by Key, the existence of Key's security interest in the Solar Project Documents, and the fact that the System are not part of the Site or fixtures thereof, as necessary and appropriate to avoid confusion or adverse claims.

h. Host acknowledges that, under the Transaction, Company is not permitted to agree to an amendment or assignment of the Solar Project Documents without the prior written consent of Key, which shall not be unreasonably withheld, conditioned, or delayed.

i. Host will use commercially reasonable efforts to deliver to Key, concurrently with delivery to Company, duplicates or copies of all requests, demands or notices of, or with respect to, default, suspension or termination, or any claim or force majeure event or exercise of any purchase option, delivered by Host to Company under or pursuant to the Solar Project Documents. Notwithstanding the previous sentence, Host shall not be liable for failure to deliver notices under this Section 5(i).

j. To the best of Host's knowledge, there is no mortgage, financing statement, fixture filing, lien, or other encumbrance (a "Lien") attached to any of the Site described in the Solar Project Documents. Notwithstanding the foregoing, if Company or Key discovers a Lien on one or more of the Site that could reasonably be construed as prospectively attaching to one or more System, Host will secure, or otherwise cooperate with Company and Key to secure, any non-disturbance agreement, lien waiver,

disclaimer, or other documentation determined by Key as necessary and appropriate to avoid confusion or adverse claims.

k. Host and Company confirm as of the date hereof, no liquidated damages or other such payments are due and owing.

6. General.

a. Unless otherwise expressly specified or permitted by the terms hereof, all communications and notices provided for herein shall be in writing, and any such communication or notice shall become effective (i) upon personal delivery thereof, including, without limitation, by overnight mail or courier service; (ii) in the case of notice by United States mail, certified or registered, postage prepaid, return receipt requested, upon receipt thereof; or (iii) in the case of notice by email or facsimile, upon confirmation of receipt thereof in writing by the intended recipient, and provided such email or facsimile transmission is promptly further confirmed by any of the methods set forth in clauses (i) or (ii) above, in each case addressed to each party hereto at its address set forth below or, in the case of any such party hereto, at such other address as such party may from time to time designate by written notice to the other parties hereto:

If to Host:  
Rosamond Community Services District  
3179 35<sup>th</sup> Street West  
Rosamond, CA 93560  
Attn: Steve A. Perez

If to Key:  
Key Equipment Finance,  
a division of KeyBank National Association  
1000 S. McCaslin Blvd  
Superior, Colorado 80027  
Attn: Team Leader, Energy Business Processing Unit

If to Company:

Attn: SSI Rosamond Solar, LLC  
c/o Standard Solar, Inc.  
530 Gaither Road, Suite 900  
Rockville, MD 20850  
Attn: Michael Streams

b. This Consent may be executed in any number of counterparts and by different parties hereto in separate counterparts, each of which when so executed shall be deemed to be an original and all of which taken together shall constitute one and the same agreement. Delivery of an executed counterpart of a signature page to this Consent by facsimile or e-mail (including "pdf" format) or other electronic means shall be effective as delivery of an original executed counterpart of this Consent.

c. In case any provision of this Consent, or the obligations of any of the parties hereto, shall be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions, or the obligations of the other parties hereto, shall not in any way be affected or impaired thereby, and the parties hereto shall negotiate in good faith to replace such invalid, illegal or unenforceable

provisions.

d. This Consent shall be binding upon and benefit the successors and assigns of Host, Company and their respective successors, transferees and assigns. No termination, amendment, variation or waiver of any provisions of this Consent shall be effective unless in writing and signed by Host and Company and consented to by Key.

e. Except as expressly modified by this Consent, all other terms and provisions of the Solar Project Documents are and remain in full force and effect. This Consent shall be governed by and construed in accordance with the laws of the State of California.

f. The PPA (as such term is defined in Exhibit A) constitutes a service contract and not a lease of property pursuant to Section 7701(e)(1) of the Internal Revenue Code, in accordance with Section 7701(e)(3) of the Internal Revenue Code.

g. Host will from time to time, upon the written request of Key, execute and deliver such further documents and do such other acts and things as Key may reasonably request in order to effectuate more fully the purposes of this Consent.

h. To the extent not prohibited by applicable law, the parties hereto hereby irrevocably waive all right to trial by jury in any action, proceeding or counterclaim (whether based on contract, tort or otherwise) arising out of or relating to this Consent.

i. This Consent is the entire agreement pertaining to the matters discussed herein and shall supersede all oral and written representations and negotiations and prior agreements, if any, related to the subject matter hereof.

[Signatures follow on next page.]

IN WITNESS WHEREOF, the parties hereto by their officers thereunto duly authorized have duly executed this Consent as of the date first set forth above.

**SSI ROSAMOND SOLAR, LLC**  
a Delaware limited liability company

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**ROSAMOND COMMUNITY SERVICES DISTRICT**  
a California special district

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

Accepted:

**KEY EQUIPMENT FINANCE**

a division of KeyBank National Association

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_



**Exhibit A**

Power Purchase Agreement by and between SSI Rosamond Solar, LLC as Seller, and Rosamond Community Services District, as Purchaser, dated as of December 29, 2020, as amended by that First Amendment to Power Purchase Agreement, dated as of December 28, 2021.

Lease Agreement by and between SSI Rosamond Solar, LLC, as Lessee, and Roasmond Community Services District, as Lessor, dated as of December 29, 2020.

**Exhibit B**  
**Site and System Specifications**

Site Name	Address	System Size	Modules	Inverters	Racking	Monitoring
Rosamond Community Services	875 Patterson Road Rosamond, CA 93560	1164.24 kW DC 1000 kWac	JA Solar 385 Watt	Delta Energy 125 kW AC	Array Technologies Duratrack V3	AlsoEnergy

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Kim Domingo, General Manager  
Subject: Approve Agreement with Z-Axis Images for Public Relations and Communications Services

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### **RECOMMENDATION:**

Approve the Agreement and authorize the General Manager to execute subject to counsel review.

### **BACKGROUND:**

Since January, 2020, Z-Axis Images (ZAI) has been providing public relations and communications services to the District. They have become an invaluable resource to the management team by assisting the District with messaging, communications and public outreach. They also provide media services to support documentation of Regular Board Meetings and other events where audio-video technology is needed.

The Agreement continues ZAI engagement with the District for another year, starting on May 1, 2023. Staff has requested that ZAI include website updating in the planned scope of services. ZAI invoices for time and materials only.

### **ANALYSIS:**

This will be the fourth annual agreement, with a maximum contracting value of \$47,856.

### **FISCAL REVIEW:**

The costs for ZAI services are budgeted in both the water and sewer funds, under Outside Services. The maximum contracting value has not been reached in the prior 3 years.

### **LEGAL REVIEW:**

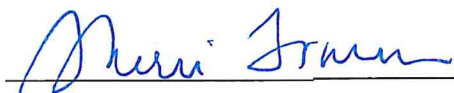
ZAI has agreed to use the newly created Master Services Agreement, drafted by counsel.

### **CONCLUSION:**

ZAI has been an invaluable partner in the District's public outreach. The proposed fees can be accommodated within the budget, so approval is recommended.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

### **ATTACHMENTS:**

Agreement



February 27, 2023

Rosamond Community Services District  
3179 35th St West  
Rosamond, CA 93560

The following agreement for public relations and communications is entered into by and between Z Axis Images ("ZAI"), located at 1805 West Ave K, Suite 202, Lancaster CA, 93534, and Rosamond Community Services District ("RCSD") located at 3179 35th St West, Rosamond, CA 93560.

Primary Contact: Sherri Timms, Director of Administration, RCSD, 3179 35th St West, Rosamond, CA 93560.

**The following services will be performed by ZAI:**

1. Create communications for district representatives to easily communicate with customers and have readily accessible information for them. We will also make sure all external media is synchronized to go out at the same time.
2. Manage and add content to the RCSD Google drive database that will have different sized media (photo, video, etc) available for newspapers, websites, social media, network/cable news, newsletters.
3. Edit existing or create new RCSD website pages as it pertains to RCSD's community outreach, including forms.
4. Upload board agendas, minutes and other informational and legal documents to rosamondcsd.com in accordance with the Brown Act.
5. Facilitate an ADA compliant redesign of the district's website.
6. We will work directly with Granicus (RCSD's website provider) to facilitate all website changes. This would include the day to day changes to the website that would be needed.
7. Complete an audit of the current website and provide and compile a list of recommendations to district leadership.
8. Develop monthly e-newsletters that will be sent to customers that have provided the district with email addresses. We will also have an easy sign-up form created that will be available on the district's website and social media sites. Email distribution cost is \$0.04 per email.
9. Re-format the monthly email newsletter to be a printable PDF that will be made available to district customers who do not use electronic media.
10. Facilitate the translation of information into Spanish as necessary. We use an external resource for this scope of work.
11. Develop up to eight informational videos throughout the year that can be shared on social media sites, on the district's website, and inside district email newsletters.
12. Develop social media posts that can be shared with the community. This will include sharing information with Facebook community groups. Additionally, we will help manage social media responses to help ensure timely information is being distributed.
13. Develop other relevant social media platforms
14. Develop videos, posters and/or graphics that can be shown on district monitors or hung on walls as needed.
15. Draft press releases that we will distribute to all news services that include photos and graphics.
16. Create presentations as needed that can be shared at community meetings, such as RMAC and Rosamond Chamber of Commerce meetings. We can present the information or help an RCSD employee or board member present the information.
17. Provide access to our equipment for external presentations
18. We will provide media and governmental monitoring on behalf of the district.
19. We will attend and if requested, record all district board meetings. We can live stream meetings or simply record them and make them available online.
20. We will make media purchase recommendations to the district. Additionally, we will create all of the media necessary for any approved media purchases.

- 21. Provide crisis management services as needed.
- 22. Provide five hours of emergency drone video/photo services in the event of an emergency.
- 23. Will help with water industry contest submissions
- 24. Any additional services not outlined in the agreement under services to be performed by ZAI will be billed at the rate of \$111/per hr and requires approval in advance from Management

**Total cost:** We are proposing the aforementioned scope of work for a monthly retainer of \$3,988 a month. We will not be charging for mileage unless the required task takes us outside of the general Rosamond area.

**Start Date:** The start date of this agreement will be May 1, 2023.

**Payment Terms:** We will invoice RCSD on a monthly basis. The terms are net 30.

RCSD authorizes ZAI to conduct the services as listed in this agreement. This agreement may be terminated at any time by either party with 30 days written notice. All media created will be the property of RCSD. Music used in videos will be licensed for use in those videos only, and for no other purposes. This agreement does not include any third-party services such as printing, postage, translation, advertising costs, etc. All third-party services paid for by ZAI must be approved by RCSD in advance of purchase.

\_\_\_\_\_  
Rosamond Community Services District Date

\_\_\_\_\_  
Z Axis Images Date

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Kim Domingo, General Manager  
SUBJECT: Eide Bailly – Management Analyst

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### RECOMMENDATION:

Staff recommends that the District retain Eide Bailly, LLP to provide Management Analyst services as outlined in Attachment 1.

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### EXECUTIVE SUMMARY:

Rosamond CSD needs immediate assistance with a variety of special projects, research, managerial analysis, policy implementation, internal auditing, contract management, and other related services.

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### DISCUSSION/ANALYSIS:

Eide Bailly, LLP has been providing accounting services to the District for over 9 years and has an intimate knowledge of the processes and procedures used in daily operations. Within the scope of its accounting duties, Eide Bailly interacts with a majority of the District vendors, reviews contracts, ensures vendor information is correct and current, and regularly communicates with District Management regarding financial operations. Eide Bailly also holds the requisite institutional knowledge necessary to provide these services and has local, qualified staff who can begin right away.

### FISCAL IMPACT:

The preliminary anticipated cost to the District for these services is expected to be approximately \$81,000. This estimate is based on the attached list of responsibilities and would save the District approximately \$38,500 in salaries and benefits over the 2023 – 2024 fiscal year.

### ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICATION:

Not applicable



Kim Domingo, General Manager

ATTACHMENTS:

Attachment 1 – RCSD Management Analyst Responsibilities

## RCSD Management Analyst

### Responsibilities

1. District Contracts and Agreements Oversight:
  - Develop a workflow policy for contract review, approvals, and/or signatures
  - Maintain appropriate contract filing and storage requirements according to District policy
  - Work with staff responsible for projects and monitor contract status and compliance (schedule, budget, labor compliance)
2. Review documents to ensure accurate information, examines supporting documentation to establish proper authorization and conformance with District policies, agreements, contracts, and state and federal requirements.
3. Work closely with Finance Dept. to ensure vendor invoices are consistent with contracts and are paid according to agreement terms and expectations.
4. Coordinate with District Management and Legal Counsel during contract negotiation and to ensure that department communication and general understanding of contracts and vendor proposals, quotes, etc.
5. Review District document retention policy for compliance with state requirements. Develop and implements document storage and retrieval database.
6. Conform current ordinances and policies to include all amendments and modifications. Develops conformed documents for staff input and board approval.
7. Assist with preparation of files necessary for the processing of water and sewer charges through the County tax collection system.
8. Research and propose grant opportunities to achieve District goals. Coordinate grant application preparation with Management staff. Manages and prepares reporting for obtained grants.
9. Supports Finance Dept. on annual budgeting, budget analysis, variance analysis, forecasting and monthly P&L reporting.
10. Assists with GASB 96 Implementation.
11. Perform employee information audit and create internal process and procedure to ensure employee records and files are complete and remain current.
12. Perform meters inventory audit and create internal process and procedure to reconcile current inventory to accounting records. Develop accounting procedure to maintain complete and accurate inventory of meters.
13. Develop water use policy in conjunction with District Management to account for and



maintain current and accurate records of water purchased, sold, or otherwise used in total and by fiscal year.

14. Perform vendor audit in conjunction with contract management tasks and collaborate efforts with the Finance Department in budget continuity, best practices, uniform pricing, and routine internal reporting.

# STAFF REPORT

## Rosamond Community Services District

DATE: April 26, 2023  
TO: Board of Directors  
FROM: Kim Domingo, General Manager  
Subject: Approve Task 2 under GEI Agreement for Grant Application Services

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### **RECOMMENDATION:**

Approve Task 2 of the current GEI agreement and authorize the General Manager to provide the notice to proceed.

### **BACKGROUND:**

On February 22, 2023, the District entered into an agreement with GEI for Grant Application Services. Task 1 of the scope of services involved a project description related to improvements at the Willow Springs Water Bank (WSWB) that would enhance the marketability of the facility to water purveyors needing storage, especially during this historic wet season. Task 2 involved further project detail development and grant application services. Task 1 was performed because of a call for projects request by ACWA in support of funding legislation.

Because of the emergency disaster declarations due to the floods and potential floods throughout the state, another grant opportunity is available through FEMA that could also fund the proposed water bank improvements. There is a demand for available storage capacity by many of the water purveyors and the WSWB can meet these demands with additional improvements. The FEMA grant opportunity can make the water bank more marketable, resulting in benefit to the District.

The Board approved the agreement, but only authorized Task 1. The proposed action would enact Task 2 in the amount of \$22,000 and authorize GEI to prepare the engineering work to submit a Letter of Interest to FEMA for consideration.

### **ANALYSIS:**

The opportunity to access emergency funding ahead of the upcoming flood disaster is unique and has the potential to provide significant return on investment to the District.

### **FISCAL REVIEW:**

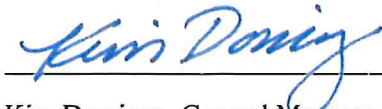
There are available funds in budget line item 01-65000 for this effort.

### **LEGAL REVIEW:**

Not required.

**CONCLUSION:**

The opportunity cost of \$22,000 compared to potential grant funding of \$48 million is minimal and within the current budget, so approval is recommended.



Kim Domingo, General Manager

\_\_\_\_\_  
Sherri Timm, Director of Administration

**ATTACHMENTS:**

GEI Proposal

April 20, 2023

Kim Domingo, PE  
General Manager  
Rosamond Community Services District  
3179 35<sup>th</sup> St West  
Rosamond, CA 93560  
*Submitted via email: [kdomingo@rosamondcsd.com](mailto:kdomingo@rosamondcsd.com)*

**Subject: Grant Acquisition Support for RCSD**

Dear Kim:

GEI is submitting this letter proposal to support Rosamond Community Services District (RCSD) in obtaining grants for water banking facilities. This project will provide a Notice of Interest (NOI) for a FEMA grant. Assuming the NOI is approved by the state, the next step would be to prepare a full sub-application as part of California's FEMA grant request.

Water storage will occur with recharge during wet and flood years. Water is extracted when conditions are dry. Capital costs of wells, pump station, and onsite reservoir would be offset through grants. The bank will use the existing Antelope Valley aquifer for storage. This is a "green" solution because no new dams must be built. Dams flood habitat. Using the aquifer for storage instead is a nature-based solution. Also, a groundwater bank eliminates evaporation losses of about 5% to 6% annually from a surface reservoir.

The following benefits for your ratepayers are targeted:

- Offset water system and conservation costs, reducing rates for RCSD water customers.
- Monetize RCSD's 30,000 acre-feet of capacity and use proceeds to benefit ratepayers (e.g. graffiti removal).
- Provide a local recreation site for birdwatching & hiking, enhancing the local community.

GEI has prepared this proposal to provide professional services associated with an initial project summary. The primary GEI Senior Consultant performing this work will be Mark Beuhler, assisted by others where cost-effective. Mr. Beuhler will rely on his 45 years of experience in the water industry and public sector. He has spent past 10 years as the General Manager of Willow Springs Water Bank. He is familiar with water banking fee structures and capabilities. He has also led the successful acquisition of six state and federal grants since 2016. These grants include a \$128.3 M Prop. 1 grant, a \$39.5 M FEMA grant, and \$9.6 M from four CEC grants for energy work at water banks. This provides the background needed to successfully acquire new grants and reduce operating costs.

The project will be structured to track all RCSD monies spent out-of-pocket. The intent is to reimburse RCSD for all sunk cost either through the grant or from a project partner. Potential partners are LADWP

or AVEK. RCSD will make the final choice of project partner and banking location at Willow Springs or High Desert water banks later in the process. Tasks will be performed sequentially, with RCSD approval required before each task is performed.

The proposed scope of work herein will be conducted upon direction from RCSD for time and materials not to exceed \$24,800. The contract will incorporate GEI's standard professional services agreement and rates.

#### GEI FIRM DESCRIPTION



Established in 1970, GEI Consultants, Inc. (GEI), is a national employee-owned consulting engineering and environmental firm with 42 offices located throughout the United States and Canada. GEI provides engineering, environmental, water resources, and geotechnical consulting services, and devotes a major portion of its resources to evaluate and improve California and U.S. water supplies and flood protection. Our services are built on the expertise and teamwork of more than 800 employees nationwide, including 240 in California. GEI's staff of 75 planners and scientists in California provide expert environmental and natural resources planning services that help our clients achieve their environmental compliance goals on a wide variety of projects. GEI has proven experience managing complex water projects and our decades-long work in our water practice has afforded what many clients and regulatory agencies view as unique insight in developing strategic approaches leading to cost-effective and reliable projects. Our highly skilled staff take great pride in their ability to work with our clients to successfully complete all types and sizes of projects. The range of GEI's expertise enables us to approach every assignment with the flexibility required to meet each client's specific needs. It also means we can consult on a specific problem or assume the full responsibility for an entire project from planning to design to construction management.

#### SCOPE OF WORK

Task 1 Prepare a one-page summary of a water/energy bank project

GEI has already developed some ideas on how a single groundwater bank in the Antelope Valley can provide both water and energy benefits. Water for supply benefits would be stored in wet or flood years. It would be extracted during dry years. The banking partner will receive the benefits of enhanced water supply. Groundwater storage has no evaporation loss so it is ideal for multiyear water storage. It also reduces local pumping costs by raising the local water table and reducing energy costs.

Energy benefits result from shifting the timing of when embedded energy is released. For SWP water, pumped water would be imported in the spring when there is a surplus of solar energy. It would be released in the summer when there is a scarcity of electricity. For Owens Valley water, the energy generated from power plants would be stored in the spring when energy is in surplus. It would be released during the summer, especially when needed during a heat wave.

Water bank sites can provide recreational benefits. When water is percolated, it attracts migrating birds. The percolation ponds can also serve as an attractive hiking area, especially when they are full of water.

One advantage RCSD would have in pursuing grants is its low profile. This, plus the green nature of a groundwater bank, minimize the chances of opposition to the project. Strategic formulation of the project will improve the chances of finding other grants as sources of match funding. There are multiple opportunities for federal funding for water and energy projects in the Bipartisan Infrastructure Law. There are also state grant opportunities for water and energy projects. Most grants require match funding to show “skin in the game”. Planning for this in advance improves RCSD’s chances of getting grants overall.

Another strategic goal would be to monetize RCSD’s 30,000 acre-feet of volume in Willow Springs. Because the Antelope Valley now has a watermaster and easy access to replenishment water, having RCSD groundwater bank capacity now is not as crucial as it was in 2008 when the banking contract was signed. It may be possible to monetize this capacity to the benefit of RCSD ratepayers.

*Task 1 Deliverables:*

- Water/Energy Bank Project Summary for submittal to ACWA
- Presentation to RCSD staff and/or board on water/energy banking opportunities

*Task 1 Cost Estimate:*

\$2,800

Task 1 is complete. It was submitted to RCSD on February 23, 2023. This cost to RCSD has already been invoiced at \$2,394.00. No more charges will be billed to this task.

*Task 2 Preparation of FEMA Notice of Interest and monetization of*

Task 2 will consist of preparation and submittal of a Notice of Interest for a FEMA Hazard Mitigation Grant Program (HMGP) grant. The FEMA grant request will be for \$36 M. Another \$12 M grant will be requested from the Prepare California Match state grant program. Total federal and state funding requested would be \$48 M. Proposed facilities consist of 12 extraction wells, a pump station, and an onsite reservoir (see Attachment).

The task will also include an outline of how to monetize RCSD’s existing 30,000 acre-feet in WSWB. Potential parties that may want to lease or buy RCSD’s banking volume include LADWP and AVEK. LADWP is the primary targeted partner and AVEK will be the backup. The cost of performing this task could be incorporated into the sale or lease agreement so that RCSD is reimbursed for all out-of-pocket costs. Upon acceptance of this proposal in writing, GEI will proceed with this task.

*Task 2 Deliverables:*

- Preparation and submittal of a Notice of Interest for a FEMA HMGP grant
- Outline options to monetize RCSD ownership interest in Willow Springs Water Bank

*Task 2 Cost Estimate:* \$22,000

## **Attachment: Summary of Proposed FEMA DR-4683 Grant Application**

Rosamond Community Services District (RCSD) will use 30,000 acre-feet (AF) of groundwater storage that it owns to store Owens Valley Water. It will use the storage to mitigate floods and drought. The water bank will consist of 12 extraction wells, a pump station, and an onsite reservoir. Disadvantaged Communities (DACs) will receive the benefits of flood control to mitigate dust in the Owens Valley and drought mitigation in the Antelope Valley. Water banking using the natural aquifer is a Nature-Based Solution that addresses climate change & weather whiplash as floods and droughts become more frequent. It also is a local solution that involves job creation and uses American equipment.

### **Flood Mitigation**

Floods in the Owens Valley occur with a frequency of 1 year in 8 (150% or more of normal flow). These flows wash out existing dust control facilities that were built to protect the health of people living near Owens Lake at a cost of over one billion dollars. Water will be stored in the aquifer instead of being spilled. The benefits occur in Census Tract 8 in Inyo County, California. This area is a DAC.

### **Drought Mitigation**

Droughts in the Antelope and Owens Valleys occur with a frequency of about 1 year in 7 (70% or less of normal flow). Statewide critical dry years occur 14% of the time. Drought can cause water shortages. The benefits occur in Census Tract 58.02 in Kern County, California. This area is a DAC.

### **Benefit Cost Analysis**

The Benefit Cost Analysis (BCA) will be based on the drought benefits in eastern Kern County. The grant request will be for \$36 M plus \$12 M from Prepare California Match. Total project cost will be \$48 M. The \$12 M will provide a 25% non-federal match. The match could also come from planned Prop.1 pipeline facilities. The population served will be in the Rosamond and Mojave areas. This should provide a BCA of >1.0 using the FEMA model for drought mitigation.

### **Water Rights**

LADWP owns the water rights to water from the Owens River. In very wet years like 2017 and 2023, this water spills and is lost. RCSD will store Owens water for LADWP. This will avoid spills and create new water supply. Facilities needed for storage will be built with the grant funds. Storage will be provided in a long-term lease, with RCSD building and operating the facilities. Site ownership will be held by AVWS or AVEK. With a flood spill frequency of 1 year in 8, the 30,000 AF volume will create 3,750 AFY of new yield. This new yield will be used to provide emergency water during a drought.

### **Project Partner**

LADWP is the proposed project partner using the Willow Springs Water Bank. If there are any problems with LADWP being a partner in the sub-application, AVEK and the High Desert Water Bank will be proposed as an alternative partner.

# **SECOND BUDGET WORKSHOP**

**04/26/23**

**DRAFT BUDGET**

**FY 2023-2024**



	General Fund	Water	Sewer	Street Lighting	LAO #2	Park	Garfit Abatement	Park Maintenance	Sum of Adjusted 23-24 Budget
<b>Total Revenue</b>	<b>463,133</b>	<b>7,700,496</b>	<b>5,376,247</b>	<b>3,821</b>	<b>203,705</b>	<b>3,228</b>	<b>-</b>	<b>1,138</b>	<b>13,750,768</b>
Operating Revenue	20,673	7,068,273	4,998,930	3,821	203,705	3,228	-	603	12,239,233
Customer Service Charges	-	2,851,522	4,329,149	-	-	-	-	-	7,180,671
Customer Usage Charges	-	3,722,959	296,898	-	-	-	-	-	4,019,857
Internal Service Charges	-	-	-	-	-	-	-	-	-
User Fees	-	-	-	-	-	-	-	-	-
Country Service Area	-	37,000	-	-	-	-	-	-	37,000
Bulk Water Sales/Construction Water	-	55,000	35,000	-	-	-	-	-	90,000
Late Charges/Bank Charges	-	-	-	-	-	-	-	-	-
New Service Installation	-	-	-	-	-	-	-	-	-
Plan Check/Will Serve/Inspection Fees	-	11,000	9,000	-	-	-	-	-	20,000
Administration/Reconnection	-	82,600	15,400	-	5,379	-	-	-	98,000
Interest Income	20,673	308,192	253,483	3,821	-	3,228	-	603	595,379
Miscellaneous Income	-	-	-	-	-	-	-	-	-
Property Tax/Assessments	-	-	-	-	198,326	-	-	-	198,326
Designated Revenue	-	-	-	-	-	-	-	-	-
Discretionary Revenue	441,460	62,850	350	-	-	-	-	-	504,660
Rent	3,600	50,000	-	-	-	-	-	-	53,600
Miscellaneous Income	6,300	12,850	350	-	-	-	-	-	19,500
Property Tax/Assessments	431,560	-	-	-	-	-	-	-	431,560
Restricted Revenue	-	569,373	436,967	-	-	-	-	535	1,006,875
User Fees	-	43,000	-	-	-	-	-	-	43,000
System Connection Fees	-	526,373	370,967	-	-	-	-	-	897,340
Conservation Fees	-	-	66,000	-	-	-	-	-	66,000
Quimby Fees	-	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-	-
LAIF Interest	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>(82,520)</b>	<b>(6,057,427)</b>	<b>(4,769,772)</b>	<b>(22,000)</b>	<b>(77,500)</b>	<b>(89,284)</b>	<b>(1,000)</b>	<b>(28,023)</b>	<b>(11,129,526)</b>
Personnel Expenses	(62,400)	(1,714,199)	(1,826,650)	-	-	-	-	-	(3,403,243)
Salaries	(62,400)	(1,096,369)	(954,013)	-	-	-	-	-	(2,112,782)
Overtime Pay	-	(25,646)	(17,098)	-	-	-	-	-	(42,744)
On-call/Pager Pay	-	(37,376)	(12,459)	-	-	-	-	-	(37,825)
Degree/Certification Pay	-	(56,789)	(48,699)	-	-	-	-	-	(105,480)
Holiday Pay	-	(34,432)	(30,048)	-	-	-	-	-	(64,480)
Vacation Pay	-	(29,657)	(25,879)	-	-	-	-	-	(55,536)
Sick Pay	-	(27,519)	(27,518)	-	-	-	-	-	(55,037)
Directors Pay	-	(96,154)	(83,628)	-	-	-	-	-	(179,782)
Payroll Tax Expense	-	(276,003)	(271,689)	-	-	-	-	-	(547,692)
Health Insurance	-	(32,041)	(28,600)	-	-	-	-	-	(60,641)
Workers Compensation	-	-	-	-	-	-	-	-	-
Other Benefits (Education Reimburse)	-	(172,033)	(147,528)	-	-	-	-	-	(319,561)
PERs Contribution	-	195,489	24,159	-	-	-	-	-	219,648
Less Capitalized Labour/Benefits	-	-	-	-	-	-	-	-	-
Direct Operating Expenses	(2,900)	(662,115)	(423,628)	(22,000)	(77,500)	-	(1,000)	(28,023)	(1,189,149)
Meters	-	-	-	-	-	-	-	-	-
Engineering	-	(5,812)	(5,541)	-	-	-	-	-	(11,353)
Electricity Expense	(1,500)	(276,369)	(78,660)	(22,000)	(77,500)	-	-	-	(456,029)
Utilities - Water	(1,300)	(5,260)	(5,361)	-	-	-	-	-	(11,921)
Utilities - Other Than Water	(100)	(8,634)	(13,906)	-	-	-	-	-	(22,640)
Equipment Leases	-	(7,692)	(8,103)	-	-	-	-	-	(15,795)
Operating Expenses	-	(13,718)	(13,719)	-	-	-	-	-	(27,437)
Purchased Water	-	-	-	-	-	-	-	-	-
Billing Expense	(1,614)	(1,614)	(1,614)	-	-	-	-	-	(3,228)
Operating Supplies	(1,937)	(1,937)	(1,937)	-	-	-	-	-	(3,874)
Parks Supplies & Maintenance	-	-	-	-	-	-	(1,000)	-	(1,000)
Pool Supplies & Maintenance	-	-	-	-	-	-	-	-	-
Security Services	-	-	-	-	-	-	-	-	-
Safety Supplies & Training	(2,286)	(2,286)	(2,286)	-	-	-	-	-	(4,572)
System Repair & Maintenance	(296,841)	(296,841)	(226,234)	-	-	-	-	-	(523,075)
System Tests	(12,589)	(12,589)	(38,581)	-	-	-	-	-	(51,170)
Uniforms	(4,842)	(4,842)	(4,842)	-	-	-	-	-	(9,684)
Auto & Truck Expense	(24,521)	(24,521)	(22,844)	-	-	-	-	-	(47,365)
Banked Water Expense	-	-	-	-	-	-	-	-	-
General and administrative	(7,600)	(2,112,959)	(2,069,684)	-	-	(89,284)	-	(28,023)	(4,303,550)
Accounting Consultants	-	(139,391)	(125,563)	-	-	-	-	-	(264,954)

	General Fund	Water	Sewer	Street Lighting	LID #2	Park	Garfill Abatement	Park Maintenance	Sum of Adjusted 23-24 Budget
Public Affairs	(3,600)	(6,117)	(6,117)						(12,234)
Legal Fees		(71,497)	(59,738)						(134,835)
Adjudication		(33,355)							(33,355)
Outside Services	(3,900)	(238,779)	(158,041)						(400,720)
Conservation Program		(13,665)							(13,665)
Advertising/Promotion		(538)							(538)
Bad Debt Expense		(807)							(807)
Building & Grounds Maintenance	(100)	(44,295)	(42,467)						(86,862)
Security Services		(3,766)	(6,886)						(10,652)
Computer Hardware		(6,886)							(6,886)
Computer Software		(7,263)	(3,551)						(10,814)
Computer Services/Consulting		(31,956)	(31,956)						(63,912)
Computer Licenses & Software		(6,930)	(7,478)						(14,408)
Election Expense		(12,912)	(12,912)						(25,824)
Dues & Subscriptions		(62,637)	(26,948)						(89,585)
Recruitment		(161)	(161)						(322)
Employment Costs		(2,072)	(2,610)						(4,682)
Employee Retention		(646)	(592)						(1,238)
Education - Conferences & Seminars		(10,840)	(10,840)						(21,680)
Training/Certification		(29,591)	(23,190)						(52,781)
Resource Material									
Director Training/Seminars		(19,986)	(16,543)						(36,529)
Insurance - Liability		(97,912)	(62,944)						(160,856)
Office Expense		(6,227)	(8,099)						(14,326)
Office Supplies		(3,734)	(3,518)						(7,252)
Business Expense		(17,888)	(11,217)						(29,105)
Office Furniture & Equipment		(2,179)	(2,286)						(4,465)
Emergency Preparedness		(8,070)	(8,070)						(16,140)
Utilities		(9,033)	(9,161)						(18,194)
Principal Expense		(774,874)	(1,014,176)						(1,899,354)
Interest Expense		(436,952)	(381,509)						(821,464)
Discouts									
Depreciation Expense - Noncash	(9,620)	(1,568,160)	(649,810)						(2,227,590)
Depreciation Expense - Noncash	(9,620)	(1,568,160)	(649,810)						(2,227,590)
CIP Write-Off									
CIP Write-Off									
Total Transfers	(155,027)			41,519		84,694	1,000	27,814	-
Operating Transfers	(155,027)			41,519		84,694	1,000	27,814	-
Transfers In									
Transfers Out	(155,027)								
Net Operating Surplus (Deficit)	224,586	1,649,069	606,475	23,340	126,205	2,638	-	929	2,627,242
LESS: Capital Projects		(1,000,000)	(1,500,000)						(2,500,000)
Adjustments:									
100% Depreciation Add Back	9,620	1,568,160	649,810						2,227,590
Non-Operating Transfers:									
Park Depreciation Set Aside Balance									
Park Other Unrestricted Cash									
Park Maintenance Restricted Cash									
Transfer (to) / from Reserves:									
General Fund Reserve	(231,801)								(231,801)
Operations and Maintenance Fund		(17,598)	(19,236)						(36,834)
Debt Service Fund									
Repair and Replacement Fund	(2,405)	(1,548,973)	(212,591)						(1,763,969)
Rate Stabilization Fund		(5,817)	(3,094)						(8,911)
Facilities Capacity Fee/Connection Fee		(526,373)	(370,967)						(897,340)
Catastrophe/Emergency Fund									
Water Acquisition Fund		(43,000)			(72,001)				(43,000)
Other Unrestricted Cash		(69,468)	849,603						709,134
Other Restricted Cash									
Other Financing Sources									
Increase (Decrease) in Net Position				23,340	54,204	2,638		929	81,111