

*Rosamond Community Services District
Regular Board Meeting – Agenda
Wednesday, October 9, 2024 @ 5:30PM*

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

5:30PM Closed Session
6:00 PM Regular Board Meeting
Wednesday, October 9, 2024
District Board Room
3179 35th 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 (GM) Kim Domingo
Director of Public Works John Houghton
Director of Administration/Board Secretary Sherri Timm
Legal Counsel, John Komar, Esq.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA Motion: _____ 2nd: _____

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 _____ 2nd _____

CS 1. PUBLIC EMPLOYEES - Performance Evaluation: General Manager. (Govt. Code, § 54957.)

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

Time Out of Closed Session: _____

Motion _____ 2nd _____

_____ No Reportable Action _____ Reportable Action by: _____

6:00 P.M. OPEN SESSION Time: _____

PUBLIC COMMENTS

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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 of the check/voucher register dated September 3, 2024 through September 30, 2024 | Payroll (Direct Deposit) dated September 11, 2024 | Payroll (Checks) dated September 11, 2024 | Payroll (Direct Deposit) dated September 25, 2024 | Payroll (Checks) dated September 25, 2024.

Motion: _____ 2nd: _____

MINUTES

M1. Approve September 18, 2024 Special Board Meeting Minutes.

Motion: _____ 2nd: _____

NEW BUSINESS

NB 1. Approval of Change Order No. 1 for the Trakel Tract Water Service Replacement Project. (Kim Domingo, presenter).

Motion: _____ 2nd: _____

NB 2. Cancel October 23, 2024 Regular Board Meeting and Schedule October 30, 2024 Special Board Meeting. (Kim Domingo, presenter)

Motion: _____ 2nd: _____

NB 3. Approve Internal Loan Consolidation Payoff. (Kim Domingo, presenter)

Motion: _____ 2nd: _____

NB 4. Approve Task Order 2024-2 with Rincon Consultants, Inc. for Environmental Studies Services for the Wastewater Treatment Plant Monitoring Well Project. (Kim Domingo, presenter)

Motion: _____ 2nd: _____

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@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary 3179 35th 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

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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 35th Street West, Rosamond, CA 93560. A complete agenda packet containing all accompanying reports for this agenda is available by contacting the Board Secretary stimm@rosamondcsd.com or 661-256-3411, or in person or writing to Rosamond Community Services District, Attn: Board Secretary 3179 35th Street West, Rosamond, CA 93560.

Board meetings are subject to audio recording.

SPECIAL MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT

5:30PM Closed Session
6:00 PM Special Board Meeting
Wednesday, September 18, 2024
District Board Room
3179 35th Street West
Rosamond, CA 93560

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

Teleconference address:
22755 SW 66th Ave #107
Boca Raton, FL 33428

Minutes

CALL TO ORDER

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

ROLL CALL

Director Greg Washington	Present via Teleconference
Director Alfred Wallis	Present
Director Rick Webb	Present
Vice President Ben Stewart	Absent
President Byron Glennan	Present

General Manager (GM) Kim Domingo	Present
Director of Public Works John Houghton	Arrived at 5:58 PM
Director of Administration Sherri Timm	Present
Legal Counsel, John Komar, Esq.	Present via Teleconference

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by Director Webb and seconded by Director Wallis.

Motion approved 4 ayes. Director Stewart absent.

PUBLIC COMMENTS

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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)

CLOSED SESSION

A motion to go into Closed Session at 5:33 PM was made by Director Wallis and seconded by Director Webb.

Motion approved 4 ayes. Director Stewart absent.

CS 1. CONFERENCE WITH LEGAL COUNSEL - Anticipated Litigation, 2 Cases, (Govt. Code, § 54956.9(d)(2)(3)).

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

A motion to come out of Closed Session at 5:53 PM was made by Director Wallis and seconded by Director Webb.

Motion approved 4 ayes. Director Stewart absent.

No Reportable Action.

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.)

None.

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

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

None.

CONSENT CALENDAR

CC 1 Review of the check/voucher register dated August 20, 2024 through September 2, 2024 | Payroll (Checks) dated August 22, 2024 | Payroll (Direct Deposit) dated August 28, 2024 | Payroll (Checks) dated August 28, 2024.

CC 2 By motion, discuss and receive Cash Balances – June 2024 report.

CC 3 By motion, discuss and receive Cash Balances – July 2024 report.

CC 4 By motion, discuss and receive Reserve Balances – June 2024 report.

CC 5 By motion, discuss and receive 4th Quarter Treasurer’s Report.

A motion to approve CC 1, CC 2, CC3, CC4, and CC 5 was made by Director Webb and seconded by Director Washington.

Motion approved 4 ayes. Director Stewart absent.

MINUTES

M1. Approve August 28, 2024 Regular Board Meeting Minutes.

A motion to approve M1 was made by Director Wallis and seconded by Director Webb.

Motion approved 4 ayes. Director Stewart absent.

NEW BUSINESS

NB 1. Approval of Amendment to Water Service Agreement with Sierra Creek Apartments, LLC. (Presenter Kim Domingo)

A motion to approve NB 1 was made by Director Wallis and seconded by Director Webb.

Motion approved 4 ayes. Director Stewart absent.

NB 2. Approval of Task Order 2024-02 with QK for Additional Survey Services for the RCSD Arsenic Consolidation Project. (Presenter Kim Domingo)

A motion to approve NB 2 was made by Director Washington and seconded by Director Webb.

Motion approved 4 ayes. Director Stewart absent.

NB 3. Authorize the Advertisement to Bid for the Purchase of a Vacuum Hydro Excavator. (Presenter Kim Domingo)

A motion to approve NB 3 was made by Director Webb and seconded by Director Washington.

Motion approved 4 ayes. Director Stewart absent.

NB 4. Approval to Cancel the September 25, 2024 Regular Board Meeting Due to Lack of Quorum. (Presenter Kim Domingo)

A motion to approve NB 4 was made by Director Webb and seconded by Director Wallis.

Motion approved 4 ayes. Director Stewart absent.

NB 5. Approval of Resolution No. 2024-5 Adopting a Revised Conflict-of-Interest Code. (Presenter Sherri Timm)

A motion to approve NB 5 was made by Director Washington and seconded by Director Wallis.

Motion approved 4 ayes. Director Stewart absent.

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

Director Webb reported on a CSDA conference he recently attended. Topics discussed included succession planning and strategic planning. He also reported on the WaterReuse conference. Many people in attendance knew of Rosamond's water reclamation plant.

GENERAL COUNSEL UPDATE

John Komar, Esq
No report.

GENERAL MANAGER UPDATE

Kim Domingo
No report.

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm reported 143 notice of disconnection letters were mailed on 09/12. A facility use request was received and approved by the GM from the California Energy Commission for November 6, 2024 from 9:00 AM – 9:00 PM. The new fiber network is now up and running. Testing has been completed and all is well.

PUBLIC WORKS UPDATE

John Houghton presented his Field Operations report and also thanked the board approving the recent equipment purchases.

ADJOURNMENT

A motion to adjourn at 6:32 PM was made by Director Wallis and seconded by Director Webb.

Motion approved 4 ayes. Director Stewart absent.

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Respectfully submitted:

RCSD Board of Directors

RCSD Board Secretary

STAFF REPORT

Rosamond Community Services District

DATE: October 9, 2024
TO: Board of Directors
FROM: Kim Domingo, General Manager
Subject: Approve Trakel Tract Water Service Replacement Project Change Order No. 1

RECOMMENDATION:

Approve Change Order No. 1 to include additional contract time and authorize the President to execute.

BACKGROUND:

On June 16, 2024, the Board awarded a contract and entered into the agreement with the Contractor, Lyles Utility Construction, LLC, for the replacement of water service lines in a residential development south of Rosamond Boulevard at Trakell Avenue.

Through no fault of their own, the Contractor was delayed in obtaining the required Kern County Public Works Encroachment Permit. They have requested an additional 17 working days due to this delay. This results in a revised completion date from October 22, 2024 to November 15, 2024, with no additional cost to the District. The Contractor is currently 40% complete with the work.

ANALYSIS:

There is no net cost to the District resulting from this action.

FISCAL REVIEW:

No net cost to the District

LEGAL REVIEW:

None

CONCLUSION:

Approve as presented



Kim Domingo, General Manager



Sherri Timm, Director of Administration

ATTACHMENTS:

Change Order No. 1

CHANGE ORDER

PROJECT:
Trakel Tract Water Service Replacement Project

DATE: 10/9/2024

PROJECT NO.: 01245

CHANGE ORDER NO.: 1

CONTRACTOR:
Lyles Utility Construction
1200 N. Plaza Drive
Visalia, CA 93291

DESCRIPTION OF CHANGE	ADD	DEDUCT
1. Additional Contract Time due to delay in obtaining Kern County Public Works Encroachment Permit	\$0.00	
CHANGE ORDER NO. 1 TOTAL (ADD)	\$0.00	
ORIGINAL CONTRACT PRICE	\$808,539.00	
NEW CONTRACT AMOUNT	\$808,539.00	
ORIGINAL CONTRACT COMPLETION DATE	October 22, 2024	
CHANGE ORDER NO. 1	Add 17 Working Days	
REVISED CONTRACT COMPLETION DATE	November 15, 2024	

REASON FOR CHANGE

- At the start of construction, the Kern County Public Works Encroachment Permit process took much longer than what was expected. It was at no fault to the Contractor.

Funds are available in the contract budget to cover this increase in cost.

CONFORMANCE WITH SPECIFICATIONS:

All work shall be done in conformance with the specifications as applied to work of a similar nature.

If the contractor refuses to sign this document, the work listed herein shall be performed on a force account basis.

SUBMITTED BY:

APPROVED BY:

BY: _____
Lyles Utility Company

BY: _____
Rosamond Community Services District
Byron Glennan, President, Board of Directors

RECOMMENDED BY:

BY: _____
Rosamond Community Services District
Kim Domingo, General Manager

STAFF REPORT

Rosamond Community Services District

DATE: October 9, 2024

TO: Board of Directors

FROM: Kim Domingo, General Manager

Subject: Cancellation of the October 23, 2024 Regular Board Meeting and Schedule a Special Board Meeting on October 30, 2024.

RECOMMENDATION:

Approve the cancellation of the October 23, 2024 Regular Board Meeting and scheduling a Special Board Meeting on October 30, 2024.

BACKGROUND:

The General Manager and Board Secretary will not be present at the upcoming October 23, 2024, meeting. District business requiring urgent action is not anticipated, so Staff requests cancellation of this meeting and scheduling a Special Board meeting for the following week.

ANALYSIS:

None

FISCAL REVIEW:

N/A

LEGAL REVIEW:

None.

CONCLUSION:

Approval is recommended.



Kim Domingo General Manager



Sherri Timm, Director of Administration

ATTACHMENTS:

None

STAFF REPORT

Rosamond Community Services District

DATE: October 9, 2024
TO: Board of Directors
FROM: Brad Rockabrand, CPA
SUBJECT: Internal Loan Consolidation Payoff

RECOMMENDATION:

By motion, discuss and approve internal loan consolidation payoff.

EXECUTIVE SUMMARY:

As of June 30, 2014, there was an outstanding due to/from in the amount of \$162,837.55. In addition, as of May 31, 2015, there were four (4) inter-fund loans totaling \$1,939,115.98 with accrued interest of \$339.78, totaling \$1,939,455.76. Last, under GASB 68, the District was required to accrue and report 100% of its CalPERS liability as of June 30, 2015 in the amount of \$878,347. The total of these items is \$2,980,640.31.

On June 10, 2015, the Board of Directors adopted a ninth internal agreement between the funds. The Wastewater Fund provided assistance in the form of a loan, up to a maximum of \$3,000,000 to the Water and Governmental Funds to refinance all existing internal loans and to internally finance the CalPERS Unfunded Accrued Liability (UAL).

During the fiscal year ended June 30, 2017, the District began the process of surveying the community to determine how receptive it would be to a new funding mechanism to provide expanded Parks and Recreation services and to address the significant deficit the funds had accrued. In 2018, the District placed a Uniform Parcel Tax, Measure A, on the ballot for a special election in March. It failed by 78% and the District returned the park to the County of Kern and divested itself of the powers of Parks and Recreation.

During the fiscal year ended June 30, 2020, the amounts due from Street Lighting (Fund 03) and Lighting and Landscape District # 2 (Fund 04) were paid off.

Between June 20, 2017 and June 30, 2023, the District maintained the Parks and Recreation funds as a repository for the internal loans the Sewer Fund made them in 2015. However, as a

result of the failed parcel tax and subsequent divestiture of the powers of Parks and Recreation, these funds no longer have a dedicated revenue source with which to pay the debt. As a result, a transfer of ad valorem tax was made each year from the General Fund. This resulted in a variety of banking and accounting transactions and unnecessary administrative functions.

During the fiscal year ended June 30, 2023, the Parks and Recreation funds were permanently closed with all accounting and financial reporting activities moved to the General Fund.

DISCUSSION/ANALYSIS:

As of June 30, 2024, \$1,535,139.78 of internal consolidation debt remains on the books, shown below, with primary reason for the debt.

Water Fund	\$ 244,257.02	CalPERS UAL
Sewer Fund	\$ 200,290.76	CalPERS UAL
General Fund	\$ 1,090,592.00	Park Loans, CalPERS UAL

Further, as of August 31, 2024, the available free cash resources to repay these loans in full were:

Water Fund	\$ 1,366,201.44
Sewer Fund	\$ 6,399,460.29
General Fund	\$ 1,328,060.39

FISCAL IMPACT:

The net fiscal effect of this internal consolidation debt payoff recommendation is:

Water Fund	\$ 1,121,944.42
Sewer Fund	\$ 6,199,169.53
General Fund	\$ 237,468.39

The amount due to/by the Sewer Fund will be an eliminating entry of the amount owed to itself and will impact available cash resources.

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:


Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

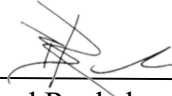
Not applicable

NOTIFICIATION:

Not applicable



Kim Domingo, General Manager

 October 02, 2024

Brad Rockabrand, Finance Consultant

ATTACHMENTS:

STAFF REPORT

Rosamond Community Services District

DATE: October 9, 2024
TO: Board of Directors
FROM: Kim Domingo, General Manager
Subject: Approval of Task Order 2024-2 (RINCON) with Rincon to perform California Environmental Quality Act (CEQA) Compliance Services for the Wastewater Reclamation Plant Monitoring Wells.

RECOMMENDATION:

Approve Task Order 2024-2 (RINCON) scope and fee proposal for additional CEQA compliance services for the monitoring well project at the Water Reclamation Plant. Authorize the General Manager to execute the Task Order.

BACKGROUND:

One of the Waste Discharge Requirements for the Rosamond Water Reclamation Facility involves the construction of monitoring wells around the new facilities. In order to install the new monitoring wells, an environmental review of the site needs to be performed to inform the District of the required environmental compliance documentation.

On March 3, 2024, the Board approved a Master Services Agreement (MSA) with Rincon for environmental compliance services to be performed on a Task Order basis. The Board also approved Task Order 2024-1 which authorized monitoring well CEQA compliance work. The initial work involved an Environmental Constraints Memorandum to identify environmental risks, and the studies required to inform and complete the necessary documentation to comply with CEQA.

Proposed Task Order 2024-2 includes a scope of biological and cultural resource assessments, some of which may not be required. Staff is recommending approval of the entire scope amounting to \$70,664.50, which includes the optional task costs of \$25,961.

ANALYSIS:

All projects are required to comply with CEQA. The monitoring wells were not included in the new Water Reclamation Facility environmental analysis and documentation. Therefore, the CEQA analysis is required for the monitoring wells under a separate consultant effort.

FISCAL REVIEW:

The costs for Task Order 2024-2 (RINCON) will be budgeted under 02-65000-02244.

LEGAL REVIEW:

The Task Order will be executed under the current Master Services Agreement, which was developed using the District template with no modifications.

CONCLUSION:

Approval is recommended.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

ATTACHMENTS:

Task Order 2024-2 (RINCON)

Attachment A

TASK ORDER 2024-2 (RINCON)

This Task Order is made this 9th day of October, 2024, by and between the parties per the terms and conditions set forth in the Master Services Agreement executed between the parties with the effective date of March 13, 2024 ("Agreement"), which incorporated this Task Order by reference.

1. The Consultant Contract Number for this Task Order is _____. The Consultant Job Number for this Task Order is _____. The Consultant Contract Number and Job Number shall be referenced in each invoice submitted by Consultant to District under this Task Order.

2. The Services to be performed by Consultant under this Task Order are as follows:

Per September 11, 2024 letter proposal

3. The Project Schedule is as follows:

Per September 11, 2024 letter proposal

4. The Compensation to be paid to Consultant for the performance of the Services under this Task Order is set forth as follows (appropriate rate sheet attached herein):

District authorizes the full time-and-materials fee proposal of \$70,664.50 including optional tasks as needed, per September 11, 2024 letter proposal

5. Deliverables to be provided under this Task Order are as follows:

Per September 11, 2024 letter proposal

DISTRICT

CONSULTANT

Kim Domingo, General Manager

Jennifer Jacobus, Principal, Water Planning and Sustainability

Date

Date



Rincon Consultants, Inc.
250 East 1st Street, Suite 1400
Los Angeles, California 90012
213-788-4842

September 11, 2024
Rincon Project No. 24-15767

Kim Domingo, General Manager
Rosamond Community Services District
3179 35th Street W
Rosamond, California 93560
Via email: kdomingo@rosamondcsd.com

Subject: Amendment Request for the Rosamond Community Services District Wastewater Treatment Plant Off-site Monitoring Wells Project

Dear Mr. Domingo:

The purpose of this letter is for Rincon Consultants, Inc. (Rincon) to request a scope and budget amendment to the existing agreement for the Rosamond Community Services District (RCSD) Wastewater Treatment Plant Off-site Monitoring Wells Project (“project”) in the unincorporated community of Rosamond, in Kern County, California. The scope of work outlined in the original proposal provided a constraints analysis that included a CEQA Options Analysis which evaluated the appropriate CEQA documentation for the project. The CEQA Options Analysis concluded additional biological resources and cultural resources studies are required to determine if an Addendum to the 2019 Initial Study-Mitigated Negative Declaration (IS-MND) for the Wastewater Treatment Plant Rehabilitation Project may be prepared in-lieu of a Subsequent or Supplemental IS-MND. The following scope of work outlines the tasks for preparation of a Biological Resources Assessment, Cultural Resources Assessment, and optional redesign assistance.

Based on discussions with RCSD and Kennedy/Jenks on August 22, 2024, we understand the study area for this scope of work includes the three off-site monitoring well (OMW) alternatives chosen to move forward: OMW-1 Alternative #1, OMW-2 Alternative #1, and OMW-3 Alternative #2. The locations of these wells are shown in Figure 1 of Rincon’s Environmental Constraints Analysis Memo dated July 19, 2024.

Scope of Work

Task 1 Biological Resources Assessment

Task 1.1 Updated Data Review

As part of the recent constraints analysis efforts, Rincon conducted a review of the California Department of Fish and Wildlife (CDFW) California Natural Diversity Database (CNDDB) and Biogeographic Information and Observation System (BIOS) and the United States Fish and Wildlife Service (USFWS) Information for Planning and Consultation (IPAC) system. These database searches formed the basis of the desktop analysis in the Environmental Constraints Analysis. Prior to the field surveys, Rincon will review and update the data as necessary to inform the field efforts. During and following the field work, Rincon will refine the previously prepared list of species with potential to occur, desktop vegetation community, land cover, and habitat mapping to guide the project evaluation.



Task 1.2 Special-status Plant, Desert Tortoise, and Mohave Ground Squirrel Surveys

As part of the BRA preparation, Rincon will conduct three field surveys. The first survey will include the BRA reconnaissance survey, the desert tortoise and Mohave ground squirrel habitat assessment survey, and the western Joshua tree survey. The first survey will cover the three OMW alternatives plus a fifty foot buffer, as access allows without trespassing on private property (collectively referred to as Biological Study Area) and can be conducted at any time of year. The second and third surveys will include focused special-status plant surveys at OMW-1 Alternative #1 and at OMW-2 Alternative #1.

The goal of the reconnaissance survey will be to field-verify, refine, and confirm vegetation communities and land cover types, assess the condition and quality of wildlife habitats, and document existing conditions and biological resources present within the entire Biological Study Area (BSA). Rincon understands that some portions of the BSA are disturbed and may not require pedestrian transect surveys. However, portions of the BSA do include native or naturalized habitats that may require pedestrian survey efforts. Therefore, the reconnaissance survey will cover all areas of the BSA but will emphasize areas that contain native or naturalized vegetation communities.

Rincon will conduct Mohave ground squirrel and desert tortoise habitat assessment surveys at OMW-1 Alternative #1 and OMW-2 Alternative #1 during the BRA reconnaissance survey. If burrows suitable for desert tortoise and/or Mohave ground squirrel are observed on site, Rincon will map the location of each burrow and assess the burrow's status (active/inactive) and an evaluation of the species utilizing the burrow. The BRA evaluation will determine if these burrows will be impacted by the project. If the BRA determines that impacts to these species may occur, additional focused/protocol surveys may be warranted, as noted in the Environmental Constraints Analysis. A habitat assessment and burrow mapping survey included as part of the BRA may be sufficient to rule out impacts to these species. Additional protocol surveys may not be needed should the habitat assessment confirm the proposed project, as designed, would avoid impacts to on-site burrows. If the analysis determines that impacts to potential special-status species burrows, additional survey efforts may be warranted and can be provided under an amended scope of work.

The second and third surveys will include special-status plant surveys at OMW-1 Alternative #1 and at OMW-2 Alternative #1. The special-status plant survey will be conducted in the appropriate season to identify Mohave spineflower, alkali mariposa lily, and other target annual plants. Therefore, Rincon will schedule the special-status plant survey to occur in April/May and June 2025 to coincide with the blooming period of these species. If the project schedule proceeds in a manner that allows the BRA report to be completed prior to the botanical surveys, Rincon will either revise the BRA to include the botanical survey data or prepare a brief botanical survey memo that will be appended to the BRA.

Task 1.3 Biological Resources Assessment Report

Rincon will prepare a BRA report consistent with California Environmental Quality Act standards. The report will include the results and recommendations of the previous studies and Initial Study Mitigated Negative Declaration (IS-MND) where appropriate. The BRA will provide the project description and discussions of the methods for the habitat assessments, the regulatory setting, existing conditions (including soils and vegetation and land cover figures), an impacts assessment for biological resources, and proposed mitigation measures, as applicable, to reduce potential impacts to less than significant levels. The report will be accompanied by a special status species potential to occur table evaluating all special status species with potential to occur in or near the BSA, and applicable figures and maps. Impacts analysis will be based on the results of the surveys and desktop analysis. The BRA may identify additional surveys and studies that would be required prior to construction (e.g., protocol surveys or pre-construction surveys), which are not included in this scope. Rincon will respond to one round of comments on the BRA report.



Optional Task 1.4 Protocol Burrowing Owl Surveys

The 2019 IS-MND identified potentially significant impacts to burrowing owl, and MM BIO-2 was required. Suitable habitat for burrowing owl may be present at OMW-1, Alternative #1, and OMW-2 Alternative #1 (well site). If the BRA surveys and analysis determine that potential burrowing owl burrows are in or adjacent to the project areas, implementation of protocol burrowing owl surveys may be warranted. If warranted and approved by the RCSD, Rincon's wildlife biologists will conduct burrowing owl surveys in accordance with the survey guidelines, as described in CDFW's *Staff Report on Burrowing Owl Mitigation (March 7, 2012)*. The BUOW surveys will include four survey events, conducted at least three weeks apart, between April 15 and July 15, 2025. The surveys will include the project footprint and a 150-meter buffer around the project footprint, as access allows without trespassing on private property. Each identified burrow will be mapped using GPS equipment capable of sub-meter accuracy. Data collected at each point will include presence/absence of BUOW, presence/absence of BUOW sign, type of burrow (ground squirrel, kangaroo rat, etc.), and whether the burrow is active or inactive.

The deliverables for this task will be a Burrowing Owl Survey Memo and post processed Geographic Information System (GIS) shapefiles and a PDF map. The memo will evaluate the potential impacts to active burrows and provide recommendations per CDFW's *Staff Report on Burrowing Owl Mitigation*.

Optional Task 1.5 Aquatic Resources Delineation

Preparation of an Aquatic Resources Delineation for the OMW-1 Alternative #1 site may be warranted, depending on the results of the BRA field reconnaissance. If warranted, Rincon's trained aquatic resources delineators will conduct a desktop review of publicly available aquatic resources data, conduct a field survey, and prepare an Aquatic Resources Delineation (ARD) report. The data review will include queries of the National Wetlands Inventory (NWI) and the National Hydrography Dataset (NHD), and review of the Natural Resources Conservation Service (NRCS) National Hydric Soils List to inform the survey effort. Following the data review, Rincon will conduct a field survey to identify the presence/absence of potentially jurisdictional aquatic features in the OMW-1, Alternative 1 site.

If aquatic features are observed in the study area, Rincon will document and describe the features pursuant to *A Field Guide to Identification of the Ordinary High Water Mark (OHWM) in the Arid West Region of the United States* and if necessary, the *Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Arid West Region (Version 2.0)*. If present wetland boundaries, OHWM, top-of-bank, and/or outer extend of riparian vegetation will be mapped utilizing Global Positioning Systems (GPS) equipment capable of sub-meter accuracy.

Upon completion of the background review and field work, Rincon will prepare an ARD report. The report will include discussion of the project description, methods employed for the ARD, maps, aquatic area calculations, and an evaluation of the potential jurisdictional status of identified features.

Task 2 Cultural Resources Assessment

The cultural resources element of the constraints analysis prepared for the project indicates the proposed well locations and associated access roads are located within an area of heightened archaeological sensitivity, and that the project components have either not been previously subject to cultural resources survey or have not been surveyed within the past 5 to 24 years. As such, there may exist cultural resources within or immediately adjacent to the project that may qualify as historical resources or unique archaeological resources pursuant to CEQA. Rincon proposes the following tasks as part of a cultural resources assessment to identify the presence/absence of cultural resources that



may qualify as historical resources or unique archaeological resources within or immediately adjacent to project components OMW-1 Alternative #1, OMW-2 Alternative #1, and OMW-3 Alternative #2.

Task 2.1 Cultural Resources Survey

Rincon cultural resources specialists will conduct a pedestrian survey of the project components. Rincon assumes the survey area will include OMW-1 Alternative #1, OMW-2 Alternative #1, and OMW-3 Alternative #2 plus a 100-foot buffer and will be no more than 12 acres in size. Rincon assumes the survey will be completed by two (2) cultural resources specialists over the period of one 10-hour day including travel time. Rincon assumes no cultural resources requiring documentation will be identified as a result of the survey.

Task 2.2 Cultural Resources Letter Report

Rincon will prepare a cultural resources letter report to support the Addendum, Subsequent, or Supplemental IS-MND to be prepared for the project pursuant to CEQA. The report will summarize the methods and results of the CHRIS records search conducted as part of the environmental constraints analysis, as well as the cultural resources survey outlined above. The cultural resources letter report will provide recommendations for further work if necessary and will assess the adequacy of the cultural resources mitigation measures presented in the 2019 IS-MND to reduce potential impacts to historical or unique archaeological resources. Rincon will provide electronic versions of the draft report in PDF and Word formats. One round of comments from RCSD will be addressed before finalizing the report.

Task 2.3 San Manuel Band of Mission Indians Notification

Although Assembly Bill 52 (AB 52) notification is not required for an Addendum, Subsequent, or Supplemental IS-MND, the San Manuel Band of Mission Indians (SMBMI) engaged in government-to-government consultation with RCSD as part of the 2019 IS-MND preparation. During the consultation SMBMI identified the archaeological resources identified as part of the IS-MND as contributing to a significant cultural landscape they considered to be a Tribal Cultural Resource (TCR). Mitigation measures were incorporated into the 2019 IS-MND to avoid impacts to the cultural landscape identified by SMBMI.

Given SMBMI's previous consultation on the project and the presence of a TCR, Rincon will assist RCSD in drafting a letter to the SMBMI notifying them of the project changes. Rincon assumes the letter will be prepared following the cultural resources survey, and that the results of the CHRIS records search and survey will be summarized in the letter to afford SMBMI the opportunity to assess whether the TCR mitigation measures presented in the 2019 IS-MND are still appropriate to reduce potential impacts to the identified TCR.

Rincon will provide electronic versions of the draft letter in PDF and Word formats. One (1) round of comments from RCSD will be addressed before finalizing the letter.

Optional Task 2.4 Project Redesign Assistance

Should cultural resources qualifying as historical resources, unique archaeological resources, or TCRs be identified within the project site as a result of the cultural resources survey, Rincon may assist RCSD by providing recommended project-redesign options to avoid potential significant impacts. Rincon assumes up to two re-design options would be provided as map figures appended to a letter report describing the resources present and outlining the placement and re-routing options for well locations and access road alignments. Rincon will provide electronic versions of the draft letter report



in PDF and Word formats. One (1) round of comments from RCSD will be addressed before finalizing the letter report.

Task 3 Project Management

Under Task 3, Rincon will provide overall project management and coordination. This task includes in-house management of Rincon staff during the course of this scope of work, responding to telephone calls and emails regarding the project, monitoring project budget and schedule, invoicing, and other similar tasks.

Assumptions

Task 1 Biological Resources Assessment

- Rosamond Community Services District will provide legal access for surveys of the study area.
- The BRA reconnaissance survey can occur at any time of year and will be scheduled immediately following Rincon's receipt of a contract or notice-to-proceed. The two botanical surveys are anticipated to occur in April/May and June 2025. The BRA can be amended to include the botanical survey data, as necessary.
 - Surveys to be completed by two (2) biologists in estimated 8-hour days inclusive of travel time.
- Protocol desert tortoise surveys are not included in this scope of work. Should protocol desert tortoise surveys be deemed necessary, Rincon can provide this service under an amended contract.
- Protocol Mohave ground squirrel surveys are not included in this scope of work. Should protocol Mohave ground squirrel surveys be deemed necessary, Rincon can provide this service under an amended contract.
- We assume one round of review by Rosamond Community Services District for all deliverables.
- All documents will be provided electronically in Microsoft Word and Adobe PDF format.
- We understand that project design is a dynamic process and changes to project footprint, layout, and access routes can change throughout the project designs. Rincon will work to manage project change as efficiently as possible; however, changes in study area identified after analyses have been completed may result in a cost increase requiring a budget amendment.
- This scope and cost do not include preparation of regulatory permitting applications, assistance with agency consultation, restoration, or mitigation plans.
- The proposed well(s) will be used solely for monitoring, no impacts to interconnected surface waters/groundwater dependent ecosystems will occur as a result of construction, testing, or operation of the proposed well(s) and no hydrogeologic analysis is included within this scope of work.

Task 2 Cultural Resources Assessment

- The survey will be conducted by two (2) cultural resources specialists in the span of one 10-hour day including travel time.
- The project site will be accessible during the cultural resources survey.



- No cultural resources will be identified within the project site survey boundary. Should cultural resources be identified, any additional work associated with their documentation and evaluation will be conducted under a cost amendment.
- No archaeological testing or evaluation will be conducted, and no archaeological artifacts, samples, or specimens will be collected.
- Rincon is not responsible for delays due to weather, site conditions (e.g., prohibited access, flooding, fire, safety) or other conditions out of Rincon’s control.
- The cultural resources letter report will be submitted electronically with PDF and Word versions provided.
- Rincon will address one (1) round of comments from RCSD before finalizing the cultural resources letter report, the letter SMBMI notification letter, and the redesign letter report.
- Addressing comments on the cultural resources deliverables will not require additional new analysis or field investigation.
- RCSD will send the SMBMI notification letter on RCSD letterhead list via email with read receipts requested and/or certified mail.
- Rincon cultural resources specialists will not attend meetings with the SMBMI. Should RCSD request attendance, the additional work may be conducted under a sperate scope and cost.

Cost

Our estimated cost to complete this scope of work with all optional tasks is \$70,664.50. Our estimated cost to complete this scope of work without the optional tasks is \$44,703.50. Table 1 provides a cost summary.

Table 1 Cost Summary

Task	Estimated Cost
Task 1 Biological Resources Assessment	
Task 1.1 Updated Data Review	\$784.00
Task 1.2 Special-status Plant, Desert Tortoise, and Mohave Ground Squirrel Surveys	\$10,967.00
Task 1.3 Biological Resources Assessment Report	\$12,120.00
Optional Task 1.4 Protocol Burrowing Owl Surveys	\$13,230.00
Optional Task 1.5 Aquatic Resources Delineation	\$9,623.00
Task 2 Cultural Resources Assessment	
Task 2.1 Cultural Resources Survey	\$4,551.50
Task 2.2 Cultural Resources Letter Report	\$7,519.00
Task 2.3 San Manuel Band of Mission Indians Notification	\$1,754.00
Optional Task 2.4 Project Redesign Assistance	\$3,108.00
Task 3 Project Management	\$7,008.00
Total With Optional Tasks	\$70,664.50
Total Without Optional Tasks	\$44,703.50



Thank you for your consideration and for this opportunity to support your project. If you have any questions regarding this proposal, please contact Jennifer Jacobus at 213-448-2586 or jjacobus@rinconconsultants.com.

Sincerely,
Rincon Consultants, Inc.

A handwritten signature in black ink, appearing to read "Travis Belt".

Travis Belt
Director, Natural Resources

A handwritten signature in black ink, appearing to read "Jennifer Jacobus".

Jennifer Jacobus, PhD
Principal, Water Planning and Sustainability

Attachments

Attachment 1 Rincon 2024 Standard Fee Schedule



Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical and Support Personnel*	Hourly Rate			
	January 1 – December 31, 2024	January 1 – December 31, 2025	January 1 – December 31, 2026	January 1 – December 31, 2027
Senior Principal	\$319	\$330	\$342	\$366
Principal	\$307	\$318	\$329	\$353
Director	\$307	\$318	\$329	\$353
Senior Supervisor II	\$292	\$302	\$313	\$335
Supervisor I	\$272	\$282	\$292	\$313
Senior Professional II	\$255	\$264	\$273	\$293
Senior Professional I	\$238	\$246	\$255	\$273
Professional IV	\$211	\$218	\$226	\$242
Professional III	\$196	\$203	\$210	\$225
Professional II	\$174	\$180	\$186	\$200
Professional I	\$155	\$160	\$166	\$178
Associate III	\$130	\$135	\$140	\$150
Associate II	\$117	\$121	\$125	\$134
Associate I	\$109	\$113	\$117	\$125
Field Technician	\$94	\$97	\$100	\$108
Data Solutions Architect	\$196	\$203	\$210	\$225
Senior GIS Specialist	\$187	\$194	\$201	\$215
GIS/CADD Specialist II	\$167	\$173	\$179	\$191
GIS/CADD Specialist I	\$150	\$155	\$160	\$172
Technical Editor	\$147	\$152	\$157	\$168
Project Accountant	\$125	\$129	\$134	\$144
Billing Specialist	\$107	\$111	\$115	\$123
Publishing Specialist	\$120	\$124	\$128	\$137
Clerical	\$107	\$111	\$115	\$123

* Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$400.

Reimbursable Expenses

Direct Cost	Rates
Photocopies – B/W	\$0.25 (single-sided), \$0.45 (double-sided)
Photocopies – Color	\$1.55 (single-sided), \$3.10 (double-sided)
Photocopies – 11” by 17”	\$0.55 (B/W), \$3.40 (color)
Oversized Maps	\$8.50/square foot
Digital Production	\$15/CD, \$20/flash drive
Light-Duty and Passenger Vehicles*	\$90/day
4WD and Off-Road Vehicles*	\$150/day

*Current IRS mileage rate for mileage over 50 and for all miles incurred in employee-owned vehicles.

Other Direct Costs. Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 16%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

Annual Escalation. Standard rates subject to 3.5% annual escalation, on January 1.

Payment Terms. All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within 10 days from receipt or per the contractually required payment terms.



Equipment	Rate
Environmental Site Assessment	
Soil Vapor Extraction Monitoring Equipment	\$160
Four Gas Monitor	\$137
Flame Ionization Detector	\$110
Photo Ionization Detector	\$82
Hand Auger Sampler	\$62
Water Level Indicator, DC Purge Pump	\$46
CAPDash	\$7,500
Natural Resources Field Equipment	
UAS Drone	\$300
Spotting or Fiberoptic Scope	\$170
Petterson Bat Ultrasound Detector/Recording Equipment	\$170
Sound Level Metering Field Package (Anemometer, Tripod and Digital Camera)	\$113
GPS (Sub-meter Accuracy)	\$67
Infrared Sensor Digital Camera or Computer Field Equipment	\$57
Scent Station	\$23
Laser Rangefinder/Altitude	\$11
Pit-fall Traps, Spotlights, Anemometer, GPS Units, Sterilized Sample Jar	\$9
Mammal Trap, Large/Small	\$1.55/\$0.55
Water and Marine Resources Equipment	
Boat (20 ft. Boston Whaler or Similar)	\$800
Multi Parameter Sonde (Temp, Cond, Turbidity, DO, pH) with GPS	\$170
Water Quality Equipment (DO, pH, Turbidity, Refractometer, Temperature)	\$62
Refractometer (Salinity) or Turbidity Meter	\$38
Large Block Nets	\$114
Minnow Trap	\$98
Net, Hand/Large Seine	\$57
Field Equipment Packages	
Standard Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet, Safety Equipment, and Botanic Collecting Equipment)	\$114
Remote Field Package (Digital Camera, GPS, Thermometer, Binoculars, Tablet and Mifi, Delorme Satellite Beacon, 24-Hour Safety Phone)	\$144
Amphibian/Vernal Pool Field Package (Digital Camera, GPS, Thermometer, Decon Chlorine, Waders, Float Tube, Hand Net, Field Microscope)	\$170
Fisheries Equipment Package (Waders, Wetsuits, Dip Nets, Seine Nets, Bubblers, Buckets)	\$57
Underwater and Marine Sampling Gear (U/W Photo/Video Camera, Scuba Equipment (Tanks, BCD, Regulators, Wetsuits, etc.))	\$57/diver
Marine Field Package (PFDs – Personal Flotation Devices, 100-foot Reel Tapes with Stainless Carabiners, Pelican Floats, Underwater Slates, Thermometer, Refractometer, Anemometer, Various Field Guides)	\$100
Insurance, Hazard and Fees	
Historic Research Fees	\$55
L&H Dive Insurance	\$57/diver
Level C Health and Safety	\$70/person

Field Operations Report Sewer – October 2, 2024

FID	MH From	MH To	LENGTH	Date_clean	CLEAN_NOTE
950	1321	665	219.27	9/25/2024	Heavy debris
1251	1274	1321	303.20	9/25/2024	Heavy debris
660	180	224	308.63	9/17/2024	Light debris
661	224	181	204.36	9/17/2024	Light debris
1309	181	348	144.64	9/17/2024	Light debris
662	348	403	360.20	9/17/2024	Light debris
663	403	359	432.65	9/17/2024	Light debris
664	359	350	401.13	9/17/2024	Light debris
665	350	351	401.07	9/17/2024	Light debris

Sewer Report: 2,775 feet cleaned Period 10/2

1. Calls from customers – None this period
2. Sewer Camera footage – 675 ft
3. Illicit discharges - None this period
4. FOG inspections – None this period
5. Pest Control measures – Boric acid
6. SSO 's – None this period
7. Manhole inspections - 11
8. We are communicating with Edison to have power moved closer to our lift station on Apple blossom Ave. A service request has been initiated.

Field Operations Report Water – October 2, 2024

3125 Myrtle Ave.	9/17/2024
2105 Windbreak	9/17/2024
2125 Myrtle Ave	9/18/2024
3859 Whisper Sands	9/18/2024
3441 Citrine	9/18/2024
3600 Wyandotte	9/19/2024
3107 Gertrude	9/23/2024
3131 Richland Ave	9/23/2024
3127 Desert Moon	9/23/2024
3013 Gertrude	9/23/2024
2273 Hay Market	9/23/2024
3324 Poplar St	9/24/2024
3074 Summer Breeze	9/24/2024
2535 Desert St.	9/24/2024
1725 Dareck Ct	9/26/2024
4380 Knox	9/26/2024
3582 Sunflower	9/30/2024
3618 San Jacinto	9/30/2024
3600 Banyon Ct	9/30/2024
3114 Desert Moon	9/30/2024

4318 Amber	9/30/2024
3131 Edwards	9/30/2024
2900 Trakell	9/30/2024
3729 Juniper Ridge	10/1/2024
3649 Scherer	10/1/2024
3336 Poplar	10/1/2024
3342 Poplar	10/1/2024
2632 Westland	10/1/2024

28 Leaks Repaired

1. Work Orders – 54
2. Meter Reading – 10/10
3. Lock Offs – 10/8
4. Door Tags – 10/17
5. USA Dig Alerts – 31
6. Flushing – None this period
7. Graffiti – 2 Locations
8. Asphalt Patching – None this period
9. Main Breaks - 0

Development and Construction

1. Hill View Homes is continuing tract 6306 next to our public works bldg. They have started the next phase of construction and have installed 4 more streets of sewer main , manholes and service laterals. This phase will connect Stevenson street and Stetson ave.
2. K. Hovanian is continuing development as planned on tract 7391. They have completed their Monte Rosa model homes. They have BCI construction running pipeline on the next tract and have connected to the Poplar street water main in the Trakell tract. They have passed 4 final inspections on new homes and just purchased 5 more water meters.
3. Legacy Homes is continuing tract 6455 development as planned. The infrastructure is in and they are building homes on Pamela and Christy ave.
4. Tropico Middle School is finishing development to the school addition. They have run a new sewer lateral and manhole to the southwest building and poured a new manhole to tie into our sewer and eliminate the septic system.
5. The Crossings condominium park is currently expanding on Sedona and Rosamond Blvd. They are adding 18 units. Gall bros construction has tied into our water main and has added 2 new fire hydrants , one on Sedona and one on Rosamond blvd. They installed 2 – 2” water meters.
6. Rosamond school district is planning to tie into our water system at the High School as part of the Arsenic consolidation program. The Public Works staff has potholed our water main in multiple areas to determine size in preparation.
7. Lyles Construction is replacing all of the service lines in the Trakell street tract.
8. The County has contracted Spohn Ranch to build the new community skatepark.



Skatepark nearing completion , expected to pour next week.



Anti-theft locks and cages fabricated by the public works dept to prevent break ins and fuel theft on our generators.



New Hydrant installation after thieves stole the existing hydrant.



Public works staff cleaning the sewers on one of our trunk lines on 30th st west.



Brand new copper service lines and angle stop shut off valves installed by Lyles construction on the Trakell tract.



New sewer manholes being poured by Tejon construction for the new Hillview Homes development off of Stetson Ave.



Water main line tie-in by BCI Construction for the new K.Hovanian development at the West side of the 3000 block of Poplar ave. The white pipe is existing and the blue pipe is new. They are pouring a concrete thrust block around the new valve.



Finished concrete manhole shelf and channel and beginning to backfill.



The new home industry is booming in Rosamond with 3 developers continuing to erect homes in record time. These pads are being poured for the next phase of K.Hovanian Homes on Christy ave.



Public Works crew repairing a water line leak on Scherer st.

