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

SPECIAL MEETING OF THE BOARD OF DIRECTORS ROSAMOND COMMUNITY SERVICES DISTRICT

5:30PM Closed Session 6:00 PM Special Board Meeting Wednesday October 30, 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 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:	2^{nd}	:	
			 -

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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 record/minutes.)

CLOSED SI	ESSION Time:				
Motion	2 nd	_			
	NFERENCE WI e, § 54956.9(d)(2)		COUNSEL	- Anticipated	Litigation
	EPORT ON ACT Closed Session:	TION TAKE	N IN CLOSEI	D SESSION	
Motion	2 nd				
No Rep	ortable Action		Reportable Ac	tion by:	
<u>6:00 P.M. O</u>	PEN SESSION	Time:			

PUBLIC COMMENTS

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VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

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GENERAL COUNSEL UPDATE

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

John Komar, Esq

GENERAL MANAGER UPDATE

Kim Domingo

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm

PUBLIC WORKS UPDATE

John Houghton

ADJOU	<u>RNMENT</u>	Time:_	
Motion:	2 ⁿ	ıd.	

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@rosamondesd.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 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. In addition, any such writing may also be posted on the District's web site. 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.

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

Minutes

CALL TO ORDER

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

ROLL CALL

Director Greg Washington Present

Director Alfred Wallis Present (arrived at 6:00 PM)

Director Rick Webb Present
Vice President Ben Stewart Present
President Byron Glennan Present

General Manager (GM) Kim Domingo Present

Director of Public Works John Houghton Via Teleconference at 6:38 PM

Director of Administration/Board Secretary Sherri Timm Present

Legal Counsel, John Komar, Esq. Via Teleconference

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

A motion to approve the agenda was made by VP Stewart and seconded by Director Webb. **Motion passed 4 ayes. Director Wallis absent.**

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

PUBLIC COMMENTS

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None.

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

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None.

CLOSED SESSION

A motion to go into closed session at 5:32 PM was made by Director Washington and seconded by VP Stewart.

Motion passed 4 ayes. Director Wallis absent.

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

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

Time Out of Closed Session: 6:01 PM

A motion to come out of closed session at 6:01 was made by VP Stewart and seconded by Director Webb.

Motion passed 4 ayes. Director Wallis absent.

No Reportable Action.

6:00 P.M. OPEN SESSION

PUBLIC COMMENTS

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None.

VOLUNTARY PUBLIC ROLL-CALL VIA TELECONFERENCE

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Amanda Ortiz-Rosamond News.

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.

A motion to approve CC 1 was made by Director Webb and seconded by VP Stewart.

Motion passed 5/0, all ayes.

MINUTES

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

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

Motion passed 5/0, all ayes.

NEW BUSINESS

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

A motion to approve NB 1 was made by Director Washington and seconded by VP Stewart.

Motion passed 5/0, all ayes.

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

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

Motion passed 5/0, all ayes.

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

A motion to approve NB 3 was made by VP Stewart and seconded by Director Wallis.

Motion passed 5/0, all ayes.

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)

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

Motion passed 5/0, all ayes.

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

Director Washington spoke of the importance of supporting a CERT (Community Emergency Response Team) in Rosamond. He shared how a CERT team in Florida assisted local response during the most recent weather disasters.

Director Stewart invited the community to attend the Kern County 2nd District Supervisor candidate forum on October 16th at Guido's.

Director Webb attended conferences on special districts, water reuse and water innovation. He plans to share the information from these conferences with District staff.

GENERAL COUNSEL UPDATE

John Komar, Esq No report

GENERAL MANAGER UPDATE

Kim Domingo reported on the following items:

- 1) RCSD received the regional outreach award from the Association of California Water Agencies for the high degree of participation RCSD staff has with water related legislative action.
- 2) The Chiquita Canyon project continues moving ahead. The next event is a field trip for RCSD staff and board members.
- 3) The dissolution of the Rosamond Foundation continues. Staff is asking board members to bring a list of local non-profits that could benefit from funds from that dissolution.
- 4) The new internet is functioning well and RCSD will begin working on an online conference system to replace the current telephone system. The telephone system will be discontinued by the service provider within the next year.
- 5) RCSD will be hosting a polling location on November 5th and a California Public Utilities Commission hearing concerning the Hydrostore project the following day.

DIRECTOR OF ADMINISTRATION UPDATE

Sherri Timm reported seven accounts were shut-off for nonpayment today. This is a vastly lower number than previous months.

Sherri will be attending the CSDA Board Secretary conference the week of October 21st.

PUBLIC WORKS UPDATE

John Houghton provided the written Field Operations Report to the board. In response to an inquiry from Director Washington regarding graffiti he replied that requests for graffiti abatement have been steady, but not overwhelming, as is common over the summer.

ADJOURNMENT

A motion to adjourn the meeting at 6:39 was made by Director Wallis and seconded by VP Stewart.

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

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Respectfully submitted:	
RCSD Board of Directors	RCSD Board Secretary

STAFF REPORT

Rosamond Community Services District

DATE: October 30, 2024

TO: Board of Directors

FROM: Kim Domingo, General Manager

Subject: Cancellation of the November 13, 2024 Regular Board Meeting and Schedule a Special Board Meeting on November 20, 2024.

RECOMMENDATION:

Approve the cancellation of the November 13, 2024 Regular Board Meeting and scheduling of a Special Board Meeting on November 20, 2024..

BACKGROUND:

The General Manager and Board Secretary will not be present at the upcoming November 13, 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.	
	Sheri Jimm
Kim Domingo General Manager	Sherri Timm, Director of Administration
ATTACHMENTS:	
None	

STAFF REPORT

Rosamond Community Services District

DATE: October 30, 2024

TO: Board of Directors

FROM: Kim Domingo, General Manager

Subject: Approve Water Reclamation Plant Project Change Order No. 9 and Authorize the General

Manager to File the Notice of Completion

RECOMMENDATION:

Approve Change Order No. 9 to finalize all outstanding contract completion items and authorize the General Manager to execute and file the Notice of Completion.

BACKGROUND:

On August 28, 2019, the Water Reclamation Plant Project was awarded to Pacific Hydrotech in the amount of \$13,227,304.83. The contract time was to be 500 calendar days from the date of the Notice to Proceed, which was issued on October 28, 2019.

Since construction began and due to changes in the work consisting of additions and deletions to the scope of work, the contract has been modified by change order eight (8) times, resulting in an increase in the contract of \$756,360.93 and 443 additional calendar days. On April 12, 2023, your Board approved Change Order No. 7. On June 14, 2023, the Board authorized Change Order No. 8 and authorized an amended Change Order No. 8 to provide for additional calendar days on July 26, 2023

During the June 14, 2023, Change Order No. 8 approval, it was indicated that there would be an additional change order that will come before the board to address standby generator coordination. Along with the standby generator coordination staff and Kennedy Jenks has been working with the contractor to finalize all charges and credits expected to close out the project. The proposed Change Order No. 9 will serve this purpose.

The Notice of Completion is recorded at the County Recorder, notifying all suppliers and subcontractors that the District will be ready to release the retention after the legal waiting period.

ANALYSIS:

This action will close out the project and authorize staff to file the Notice of Completion.

FISCAL REVIEW:

This action will result in an increase to the project of \$51,866.28, for a total contract amount of \$14,035,612.04. This increase will be applied towards the associated capital project.

LEGAL REVIEW:

None

CONCLUSION:

Approve as presented

Kim Domingo, General Manager

Sherri Timm, Director of Administration

ATTACHMENTS:

Change Order No. 9

CHANGE ORDER FORM

CHANGE ORDER NO. 09

DATE: 10/17/2024

DATE OF CONTRACT:

October 28, 2019

PROJECT TITLE:

Wastewater Treatment Plant Rehabilitation Project

TO CONTRACTOR:

Pacific Hydrotech Corporation

314 E 3rd Street Perris, CA 92570

When this change order has been approved by Rosamond Community Services District, you are directed to make the following changes under the Contract, subject to all Contract provisions.

ITEM 1

DESCRIPTION: PCO #063 – Per Field Order No. 037, Provide RAS sludge pump flow control in Auto mode. Install 1-inch conduit from MCC 3 to PLC 2A. Install 6 AWG shielded cables to conduit S-1025. Terminate cables in the control circuits for Sludge Pumps 70P-1, 70P-2, and 70P-3 and at the spare I/O points found in Control Panel ICP-2. Route the analog inputs (Speed Indication) from MCC-3 to the new PLC 2A.

\$ 14,260.86

ITEM 2

DESCRIPTION: PCO #062 – Conduct power load monitoring for existing Panel 3A. Record amperage for each load and total KW/KVA for Engineer to calculate panel circuit loading to provide power for AC unit for the Blower Room.

\$ 3,491.63

ITEM 3

DESCRIPTION: PCO #061 – Per RFI #156 install thermal and moisture relays to sludge pump VFD cabinet. Install 4 #14 AWG each to existing conduits 7010D, 7011D, and 7012D.

\$ 13,151.46

ITEM 4

DESCRIPTION: PCO #066 – Change Order #7 included PCO#059, installation of additional flap gate valves, not provided for in PHC's original contract, is required at the DB1 mixing channel. Contractor completed work earlier than the PCO#059 estimates. to as time and material cost. Added costs are for forthcoming T&M field work for the installation of the valves. Per RFI #77 an additional hole for piping needs to be cored into Distribution Box #1. Credit costs are for and labor and equipment for coring.

\$ -631.63

ITEM 5

DESCRIPTION: PCO #068 - Blower electrical power testing.

\$ 22,367.03

ITEM 6

DESCRIPTION: PCO #067 – Relocate Aeration Basin #2 pH and DO analyzer post.

\$ 6,105.36

ITEM 7

DESCRIPTION: Field Order #047- Blower harmonic filter wiring modifications.

18,717.37

ITEM 8

DESCRIPTION: PCO #65 – Blower 2 inverter failed to excessive heat to the inverter components. Added costs are for the removal and replacement of failed inverter components.

ITEM 9

DESCRIPTION: PCO #60 – Install of flowmeter sunshades. Materials included in PCO 040.

3,696.83

CONTRACT SUMMARY

1. Original Contract sum	\$ 13,227,384.83
2. Net Change through previous Change Orders	\$ 756,360.93
3. Contract sum prior to this Change Order	\$ 13,983,745.76
4. Contract sum increased / decreased /-unchanged by this Change Order	\$ 51,866.28
5. New Contract sum, including this Change Order	\$ 14,035,612.04
6. Contract time increased / decreased / unchanged by this Change Order	443 Calendar Days
7. New date of completion as of this Change Order	Oct 04, 2024

Extension of time represents an agreement on final completion date and Waiver of Claims pursuant to Section 00700, Article 13.14.

Approvals: 1. Contractor	By Sean Harns, PHC	Date: 10-13-24
2. Construction Manager	Jhlu Ng By Thien Ng, Kennedy Jenks	Date: <u>10-17-24</u>
3. RCSD	By	Date:

The above adjustments in time and cost include all compensation and adjustments for changes in sequence of work, equipment delivery, rescheduling, impact, and costs for extended overhead.

Field Operations Report Sewer - October 23, 2024

MH From	MH To 🔻	LENGTH 🚽	Date_clean 🔻	CLEAN_NOTE	▼ EQUIPMENT ▼
847	1027	182.71	10/22/2024	Clear	Jetter trailer
1027	848	208.70	10/22/2024	Clear	Jetter trailer
848	873	261.00	10/22/2024	Clear	Jetter trailer
868	869	230.00	10/22/2024	Clear	Jetter trailer
870	869	261.57	10/22/2024	Clear	Jetter trailer
869	1035	254.97	10/22/2024	Clear	Jetter trailer
866	1025	239.65	10/10/2024	Clear	Jetter trailer
860	864	259.97	10/10/2024	Clear	Jetter trailer
858	1023	245.99	10/10/2024	Clear	Jetter trailer
1023	860	244.41	10/10/2024	Clear	Jetter trailer
863	1024	245.05	10/10/2024	Clear	Jetter trailer
1024	864	243.96	10/10/2024	Clear	Jetter trailer
864	865	259.59	10/10/2024	Clear	Jetter trailer
1025	865	242.13	10/10/2024	Clear	Jetter trailer
865	1026	291.06	10/10/2024	Clear	Jetter trailer
1026	873	170.39	10/10/2024	Clear	Jetter trailer
873	1028	110.73	10/10/2024	Clear	Jetter trailer
1028	872	118.66	10/10/2024	Clear	Jetter trailer
876	877	227.67	10/9/2024	Clear	Jetter trailer
862	861	227.59	10/9/2024	Clear	Jetter trailer
1022	859	322.44	10/9/2024	Clear	Jetter trailer
859	861	259.31	10/9/2024	Clear	Jetter trailer
861	877	261.46	10/9/2024	Clear	Jetter trailer
875	874	123.10	10/9/2024	Clear	Jetter trailer
877	874	291.05	10/9/2024	Clear	Jetter trailer
874	871	152.20	10/9/2024	Clear	Jetter trailer
871	872	205.31	10/9/2024	Clear	Jetter trailer
872	870	249.21	10/9/2024	Clear	Jetter trailer

Sewer Report: 6,380 feet cleaned Period 10/22

- 1. Calls from customers None this period
- 2. Sewer Camera footage 0 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 38
- 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 23, 2024

1942 Pengilley	10/2/2024
2262 Desert Wind	10/2/2024
3243 Whisper Sands	10/2/2024
3633 Kingsley Ct	10/2/2024
2362 Barvarian	10/3/2024
3325 Garnet	10/3/2024
2270 Haymarket	10/3/2024
3435 Arrowhead	10/7/2024
2019 Campbell St	10/7/2024
3566 Sunflower	10/7/2024
2140 Windflow	10/8/2024
3455 Garnet	10/8/2024
2906 Trakell	10/9/2024
3533 Goldstone	10/10/2024
3301 Poplar	10/10/2024

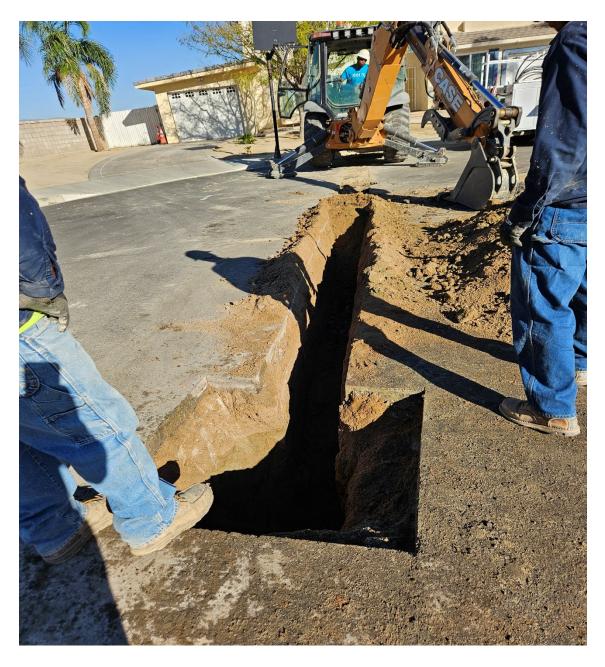
3148 Shelley	10/15/2024
2263 Buss Ct	10/15/2024
3013 Melvin	10/15/2024
3463 Clark	10/15/2024
2832 Owens Way	10/16/2024
2263 Dwight Ct	10/16/2024
3472 Citrine Ln	10/21/2024
3029 Neary Ct	10/21/2024

23 Leaks Repaired

- 1. Work Orders 76
- 2. Meter Reading -10/10
- 3. Lock Offs -10/8
- 4. Door Tags -10/17
- 5. USA Dig Alerts 21
- 6. Flushing None this period
- 7. Graffiti 8 Locations
- 8. Asphalt Patching 1 on garnet
- 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. They are now installing water mains.
- 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. They have begun pads and framing on the new units.
- 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.



The district has begun taking proactive measures and addressing our service line leak problem. We will be replacing some problem areas in house on streets that have less traffic impact.



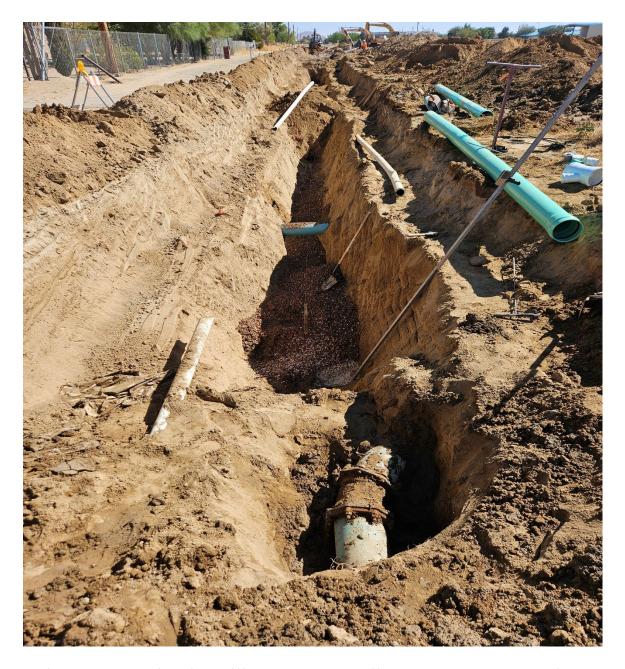
Service line to main connection. We shut off the corporation stop and disconnect the line so we can dig.



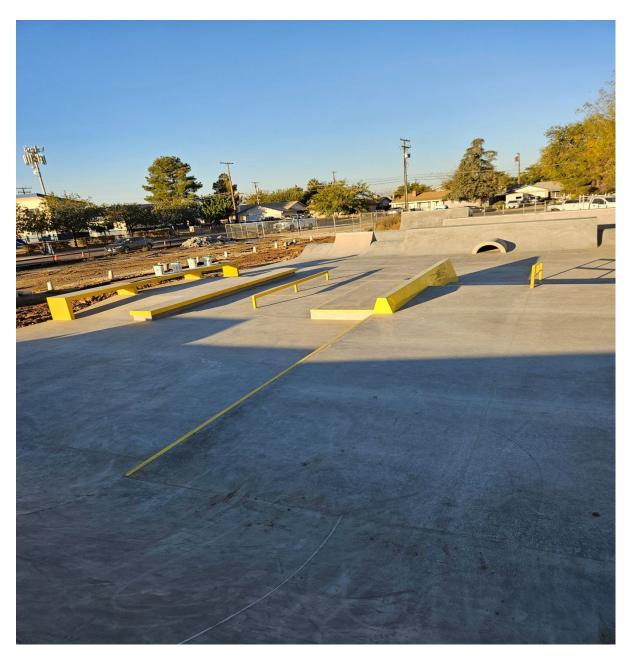
Copper services being installed by Lyles construction in the Trakell tract.



Existing water valves that we located in an empty lot. The lids were gone and the stand pipes were full of dirt from people driving and off roading near them.



Tejon construction installing new sewer line on Stetson ave. They exposed a 22 degree elbow on our main and will be pouring a thrust block on the back side of the elbow for us.



Skatepark is completed and will be opening within a week or two.



Graffiti has been a problem downtown and our team has been busy staying on top of it. The public is urged to call the Sheriff if they see it taking place.



Water theft has also been an issue recently, the RCSD team has been keeping our eyes out to catch trucks hooked up without meters. The public is urged to report any similar activity to RCSD promptly.