

*Rosamond Community Services District  
Special Board Meeting – Agenda  
Wednesday November 20, 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 November 20, 2024  
District Board Room  
3179 35<sup>th</sup> Street West  
Rosamond, CA 93560

**Zoom Instructions**  
**Meeting ID: 661 256 3411**  
**Passcode: 2024**

**Zoom App:** Click the blue “Join” button with the plus sign  
**Web page:** Visit [zoom.com](https://zoom.com) and click “Join” at the top of the page  
**Phone:** Dial (669) 444 9171, enter the meeting ID and press #,  
do not enter a participant ID and press #,  
enter the passcode and press #.  
Use \*6 to mute/unmute

## **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<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 record/minutes.)

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

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

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

**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 or this meeting, please do so for the records/minutes)

**CONSENT CALENDAR**

**CC 1.** Accept and file the FY 2023-2024 Audit.

**CC 2.** Review of the check/voucher register dated October 22, 2024 through November 11, 2024 | Payroll (Direct Deposit) dated October 23, 2024 | Payroll (Direct Deposit) dated November 6, 2024 | Payroll (Checks) dated November 6, 2024

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

**MINUTES**

**M1.** Approve October 30, 2024 Special Board Meeting Minutes.

**M2.** Approve October 8, 2024 Policy Committee Meeting Minutes.

**M3.** Approve October 8, 2024 Government & Community Relations Committee Meeting Minutes.

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

**NEW BUSINESS**

**NB 1.** Award Purchase of Chassis Mounted Vacuum Hydro-Excavator to Plumbers Depot Inc. of Hawthorne, CA. (Kim Domingo, presenter)

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

**NB 2.** Resolution No. 2024-8 Amending Ordinance 92-6 for the Limited Purpose of Amending Water Service Application Requirements ( Kim Domingo, presenter)

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

**NB 3. Approval of Change Order No. 2 for the Trakel Tract Water Service Replacement Project.** (Kim Domingo, presenter)

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

**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: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_

*Rosamond Community Services District  
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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 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](mailto:stimm@rosamondcsd.com) or 661-256-3411, or in person or writing to Rosamond Community Services District, Attn: Board Secretary 3179 35<sup>th</sup> Street West, Rosamond, CA 93560. Board meetings are subject to audio recording.



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**REPORT ON INTERNAL CONTROL  
OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF BASIC FINANCIAL  
STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

**PARTNERS**

Scott W. Manno, CPA, CGMA  
Leena Shanbhag, CPA, MST, CGMA  
Bradferd A. Welebir, CPA, MBA, CGMA  
Jenny W. Liu, CPA, MST  
Gardenya Duran, CPA, CGMA  
Brianna Schultz, CPA, CGMA  
Brenda L. Odle, CPA, MST (Partner Emeritus)  
Terry P. Shea, CPA (Partner Emeritus)

*Independent Auditor's Report*

To the Board of Directors  
Rosamond Community Services District  
Rosamond, California

**MANAGERS / STAFF**

Seong-Hyea Lee, CPA, MBA  
Evelyn Morentin-Barcena, CPA  
Veronica Hernandez, CPA  
Laura Arvizu, CPA  
John Maldonado, CPA, MSA  
Julia Rodriguez Fuentes, CPA, MSA  
Demi Hite, CPA  
Jeffrey McKennan, CPA  
Monica Wysocki, CPA

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States (*Government Auditing Standards*), the financial statements of the governmental activities, the business-type activities, and each major fund of the Rosamond Community Services District (the District), as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our report thereon dated October 22, 2024.

***Report Internal Control Over Financial Reporting***

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

**MEMBERS**

American Institute of  
Certified Public Accountants

*PCPS The AICPA Alliance  
for CPA Firms*

*Governmental Audit  
Quality Center*

California Society of  
Certified Public Accountants

A *deficiency in* internal control exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.



Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that were not identified.

### ***Report on Compliance and Other Matters***

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

### **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Rogers, Anderson, Malody & Scott, LLP.*

San Bernardino, California  
October 22, 2024



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October 22, 2024

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To the Board of Directors  
Rosamond Community Services District  
Rosamond, California

We have audited the financial statements of Rosamond Community Services District (the entity) as of and for the year ended June 30, 2024, and have issued our report thereon dated October 22, 2024. Professional standards require that we advise you of the following matters relating to our audit.

**Our Responsibility in Relation to the Financial Statement Audit**

As communicated in our engagement letter dated April 15, 2024, our responsibility, as described by professional standards, is to form and express opinions about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the entity solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

**Planned Scope and Timing of the Audit**

We conducted our audit consistent with the planned scope and timing we previously communicated to you.





## **Compliance with All Ethics Requirements Regarding Independence**

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

We have evaluated whether certain nonattest services performed by our firm during the audit have created a significant threat to our independence in relation to the entity. We have identified a threat to our independence (preparation of the entity's financial statements, creating a self-review threat) that if not reduced to an acceptable level, would impair our independence. In order to reduce the threat to an acceptable level, we have applied the following safeguard:

Prior to the issuance of the entity's financial statements, another partner or manager, independent of the engagement, will review the financial statements.

## **Significant Risks Identified**

We have identified the possibility of the following significant risks:

*Management's override of internal controls over financial reporting:* Management override of internal controls is the intervention by management in handling financial information and making decisions contrary to internal control policy.

*Revenue recognition:* Revenue recognition is a generally accepted accounting principle that refers to the conditions under which an entity can recognize a transaction as revenue. Auditing standards indicate that recognizing revenue is a presumed fraud risk and usually classified as a significant risk in most audits.

These significant risks are presumptive in most audits and merit attention by the auditors due to the direct impact over financial reporting and internal control processes. Although identified as significant risks, we noted no matters of management override of controls or deviations from generally accepted accounting principles which caused us to modify our audit procedures or any related matters which are required to be communicated to those charged with governance due to these identified risks.

## **Qualitative Aspects of the Entity's Significant Accounting Practices**

### *Significant Accounting Policies*

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the entity is included in Note 1 to the financial statements. The entity adopted GASB Statement No. 100, *Accounting Changes and Error Corrections* during 2024. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

### *Significant Accounting Estimates and Related Disclosures*

Accounting estimates and related disclosures are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the entity's financial statements are:

Management's estimate of capital asset depreciation is based on historical estimates of each capitalized item's useful life. We evaluated the key factors and assumptions used to develop the estimated useful lives and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimate of the net pension liability and related deferred inflows and outflows of resources is based on actuarial reports provided by independent actuaries. We evaluated the key factors and assumptions used to develop the estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

### *Financial Statement Disclosures*

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users.

The most sensitive disclosures affecting the entity's financial statements relate to:

The disclosure of capital assets (and related accumulated depreciation) in the basic financial statements is based on historical information which could differ from actual useful lives of each capitalized item.

The disclosure of net pension liability and related deferred inflows and outflows of resources in the basic financial statements is based on actuarial assumptions. Actual future liabilities and actuarial deferred inflows and outflows may vary from disclosed estimates.

### **Significant Difficulties Encountered during the Audit**

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

### **Uncorrected and Corrected Misstatements**

For purposes of this communication, professional standards also require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. There were no uncorrected misstatements noted.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion unit.

### **Disagreements with Management**

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the entity's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

### **Representations Requested from Management**

We have requested certain written representations from management, which are included in the attached letter dated October 22, 2024.

### **Management's Consultations with Other Accountants**

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

### **Other Significant Matters, Findings, or Issues**

In the normal course of our professional association with the entity, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, significant events or transactions that occurred during the year, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the entity's auditors.

This report is intended solely for the information and use of the Board of Directors and management of the entity and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

*Rogers, Anderson, Malody & Scott, LLP.*

October 22, 2024

Rogers, Anderson, Malody & Scott, LLP

This representation letter is provided in connection with your audit of the basic financial statements of Rosamond Community Services District (the entity) as of June 30, 2024, and for the year then ended, and the related notes to the financial statements, for the purpose of expressing opinions on whether the basic financial statements present fairly, in all material respects, the financial position, results of operations, and cash flows, where applicable, of the various opinion units of the entity in accordance with accounting principles generally accepted for governments in the United States of America (U.S. GAAP).

Certain representations in this letter are described as being limited to matters that are material. Items are considered material, regardless of size, if they involve an omission or misstatement of accounting information such that, in the light of surrounding circumstances, there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We confirm that, to the best of our knowledge and belief, having made such inquiries as we considered necessary for the purpose of appropriately informing ourselves as of October 22, 2024:

#### **Financial Statements**

- We have fulfilled our responsibilities, as set out in the terms of the audit engagement dated April 15, 2024, for the preparation and fair presentation of the financial statements of the various opinion units referred to above in accordance with U.S. GAAP.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.
- We acknowledge our responsibility for the design, implementation, and maintenance of internal control to prevent and detect fraud.
- We acknowledge our responsibility for compliance with the laws, regulations, and provisions of contracts and grant agreements.
- We have reviewed, approved, and taken responsibility for the financial statements and related notes.
- We have a process to track the status of audit findings and recommendations.
- We have identified and communicated to you all previous audits, attestation engagements, and other studies related to the audit objectives and whether related recommendations have been implemented.
- The methods, data and significant assumptions used by us in making accounting estimates and their related disclosures, are appropriate to achieve recognition, measurement, or disclosure that is reasonable in the context of the applicable financial reporting framework.
- All related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of U.S. GAAP.
- All events subsequent to the date of the financial statements and for which U.S. GAAP requires adjustment or disclosure have been adjusted or disclosed.
- We have reviewed and approved the various adjusting journal entries that were proposed by you for recording in our books and records and reflected in the financial statements.

- The effects of all known actual or possible litigation and claims have been accounted for and disclosed in accordance with U.S. GAAP.
- All component units, as well as joint ventures with an equity interest, are included and other joint ventures and related organizations are properly disclosed.
- All funds and activities are properly classified.
- All funds that meet the quantitative criteria in GASB Statement No. 34, Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments, GASB Statement No. 37, Basic Financial Statements—and Management's Discussion and Analysis—for State and Local Governments: Omnibus as amended, and GASB Statement No. 65, Items Previously Reported as Assets and Liabilities, for presentation as major are identified and presented as such and all other funds that are presented as major are considered important to financial statement users.
- All components of net position, nonspendable fund balance, restricted, and unassigned fund balance are properly classified and, if applicable, approved.
- Our policy regarding whether to first apply restricted or unrestricted resources when an expense/expenditure is incurred for purposes for which both restricted and unrestricted net position/fund balance are available is appropriately disclosed and net position/fund balance is properly recognized under the policy.
- All revenues within the statement of activities have been properly classified as program revenues, general revenues, contributions to term or permanent endowments, or contributions to permanent fund principal.
- All expenses have been properly classified in or allocated to functions and programs in the statement of activities, and allocations, if any, have been made on a reasonable basis.
- All interfund and intra-entity transactions and balances have been properly classified and reported.
- Special items and extraordinary items have been properly classified and reported.
- Deposit and investment risks have been properly and fully disclosed.
- Capital assets, including infrastructure assets, are properly capitalized, reported, and if applicable, depreciated.
- All required supplementary information is measured and presented within the prescribed guidelines.
- We have evaluated all of our lease and subscription agreements and have given you our assessment as to whether each agreement is subject to GASB Statement No. 87, Leases and GASB Statement No. 96, Subscription Based Information Technology Arrangements.
- With regard to investments and other instruments reported at fair value:
  - The underlying assumptions are reasonable and they appropriately reflect management's intent and ability to carry out its stated courses of action.
  - The measurement methods and related assumptions used in determining fair value are appropriate in the circumstances and have been consistently applied.
  - The disclosures related to fair values are complete, adequate, and in accordance with U.S. GAAP.
  - There are no subsequent events that require adjustments to the fair value measurements and disclosures included in the financial statements.
- With respect to preparation of the financial statements, we have performed the following:
  - Made all management decisions and performed all management functions;
  - Assigned a competent individual to oversee the services;
  - Evaluated the adequacy of the services performed;
  - Evaluated and accepted responsibility for the result of the service performed; and
  - Established and maintained internal controls, including monitoring ongoing activities.

### Information Provided

- We have provided you with:
  - Access to all information, of which we are aware that is relevant to the preparation and fair presentation of the financial statements of the various opinion units referred to above, such as records, documentation, meeting minutes, and other matters;

- Additional information that you have requested from us for the purpose of the audit; and
- Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
- The financial statements and any other information included in the annual report are consistent with one another, and the other information does not contain any material misstatements.
- All information provided in electronic form are true representations of the original documents.
- All transactions have been recorded in the accounting records and are reflected in the financial statements.
- We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud.
- We have provided to you our analysis of the entity's ability to continue as a going concern, including significant conditions and events present, and we believe that our use of the going concern basis of accounting is appropriate.
- We have no knowledge of any fraud or suspected fraud that affects the entity and involves:
  - Management;
  - Employees who have significant roles in internal control; or
  - Others where the fraud could have a material effect on the financial statements.
- We have no knowledge of any allegations of fraud, or suspected fraud, affecting the entity's financial statements communicated by employees, former employees, vendors, regulators, or others.
- We are not aware of any pending or threatened litigation, claims, and assessments whose effects should be considered when preparing the financial statements and we have not consulted legal counsel concerning litigation, claims, or assessments.
- We are not aware of any pending or threatened litigation, claims, or assessments, or unasserted claims or assessments that are required to be accrued or disclosed in the financial statements in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements* (FASB Accounting Standards Codification™ (ASC) 450, Contingencies), and we have not consulted a lawyer concerning litigation, claims, or assessments.
- We have disclosed to you the identity of the entity's related parties and all the related party relationships and transactions of which we are aware.
- There have been no communications from regulatory agencies concerning noncompliance with or deficiencies in accounting, internal control, or financial reporting practices.
- The entity has no plans or intentions that may materially affect the carrying value or classification of assets and liabilities.
- We have disclosed to you all guarantees, whether written or oral, under which the entity is contingently liable.
- We have disclosed to you all nonexchange financial guarantees, under which we are obligated and have declared liabilities and disclosed properly in accordance with GASB Statement No. 70, *Accounting and Financial Reporting for Nonexchange Financial Guarantees*, for those guarantees where it is more likely than not that the entity will make a payment on any guarantee.
- We have disclosed to you all significant estimates and material concentrations known to management that are required to be disclosed in accordance with GASB Statement No. 62 (GASB-62), *Codification of Accounting and Financial Reporting Guidance Contained in Pre-November 30, 1989 FASB and AICPA Pronouncements*. Significant estimates are estimates at the balance sheet date that could change materially within the next year. Concentrations refer to volumes of business, revenues, available sources of supply, or markets or geographic areas for which events could occur that would significantly disrupt normal finances within the next year.
- We have identified and disclosed to you the laws, regulations, and provisions of contracts and grant agreements that could have a direct and material effect on financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.
- There are no:
  - Violations or possible violations of laws or regulations, or provisions of contracts or grant agreements whose effects should be considered for disclosure in the financial statements or as a basis for recording a loss contingency, including applicable budget laws and regulations.

- Unasserted claims or assessments that our lawyer has advised are probable of assertion and must be disclosed in accordance with GASB-62.
- Other liabilities or gain or loss contingencies that are required to be accrued or disclosed by GASB-62.
- Continuing disclosure consent decree agreements or filings with the Securities and Exchange Commission and we have filed updates on a timely basis in accordance with the agreements (Rule 240, 15c2-12).
- The entity has satisfactory title to all owned assets, and there are no liens or encumbrances on such assets nor has any asset or future revenue been pledged as collateral, except as disclosed to you.
- We have complied with all aspects of grant agreements and other contractual agreements that would have a material effect on the financial statements in the event of noncompliance.

### **Use of a Specialist**

- We agree with the findings of specialists in evaluating the entity's net pension liabilities and related deferred amounts and have adequately considered the qualifications of the specialist in determining the amounts and disclosures used in the financial statements and underlying accounting records. We did not give or cause any instructions to be given to specialists with respect to the values or amounts derived in an attempt to bias their work, and we are not otherwise aware of any matters that have had an impact on the independence or objectivity of the specialists.
- We believe that the actuarial assumptions and methods used to measure pension liabilities and costs for financial accounting purposes are appropriate in the circumstances

### **Cybersecurity**

- There have been no cybersecurity breaches or other cyber events whose effects should be considered for disclosure in the financial statements, as a basis for recording a loss contingency, or otherwise considered when preparing the financial statements.

### **Supplementary Information in Relation to the Financial Statements as a Whole**

With respect to supplementary information accompanying the financial statements:

- We acknowledge our responsibility for the presentation of the supplementary information in accordance with accounting principles generally accepted in the United States of America.
- We believe the supplementary information, including its form and content, is fairly presented in accordance with accounting principles generally accepted in the United States of America.
- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.
- When the supplementary information is not presented with the audited financial statements, management will make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.
- We acknowledge our responsibility to include the auditor's report on the supplementary information in any document containing the supplementary information and that indicates the auditor reported on such supplementary information.
- We acknowledge our responsibility to present the supplementary information with the audited financial statements or, if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by the entity of the supplementary information and the auditor's report thereon.


### **Required Supplementary Information**

With respect to the required supplementary information accompanying the financial statements:

- We acknowledge our responsibility for the presentation of the required supplementary information in accordance with U.S. GAAP.
- We believe the required supplementary information, including its form and content, is measured and fairly presented in accordance with U.S. GAAP.
- The methods of measurement or presentation have not changed from those used in the prior period.
- We believe the significant assumptions or interpretations underlying the measurement or presentation of the required supplementary information, and the basis for our assumptions and interpretations, are reasonable and appropriate in the circumstances.

### **Accounting Estimates and Related Disclosures**

- The significant judgments made in making the accounting estimates have taken into account all relevant information of which we are aware.
- We have consistently and appropriately selected and applied methods, assumptions, and data when making accounting estimates.
- The assumptions we used in making and disclosing accounting estimates appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity, when relevant to the accounting estimates and disclosures.
- The disclosures related to accounting estimates, including those disclosures describing estimation uncertainty, are complete and are reasonable in the context of the applicable financial reporting framework.
- We have obtained and applied appropriate specialized skills and expertise in making accounting estimates.
- We are not aware of any events subsequent to the date of the financial statements that require adjustment to our accounting estimates and related disclosures included in the financial statements.

 **October 23, 2024**  
\_\_\_\_\_  
Brad Rockabrand, Finance Consultant



# 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 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 5:30 PM by President Glennan.

### **ROLL CALL**

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

|  |                    |
|--|--------------------|
| General Manager Kim Domingo                            | Present            |
| Director of Public Works John Houghton                 | Arrived at 5:50 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 5 ayes.**

**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 record/minutes.)

None.

**CLOSED SESSION**

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

**Motion passed 5 ayes.**

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

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

A motion to come out of closed session at 6:04 PM was made by Director Washington and seconded by VP Stewart.

**Motion passed 5 ayes.**

No Reportable Action.

**6:04 P.M. OPEN SESSION**

**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)

Amanda Ortiz – Rosamond News.

**CONSENT CALENDAR**

**CC 1.** Review of the check/voucher register dated October 1, 2024 through October 21, 2024 | Payroll (Direct Deposit) dated October 9, 2024| Payroll (Checks) dated October 9, 2024

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

**Motion passed 5 ayes.**

**MINUTES**

**M1. Approve October 9, 2024 Regular Board Meeting Minutes.**

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

**Motion passed 5 ayes.**

**UNFINISHED BUSINESS**

**UB 1. Update on Rosamond CSD Foundation.** (Kim Domingo, presenter)

The Government and Community Relations Committee met on October 8, 2024.

Previously, the Rosamond CSD Foundation board moved to dissolve the foundation as it no longer fulfills its original mission. Upon dissolution, the remaining funds will be dispersed to government agencies or local non-profit organizations. Staff suggested that the disbursement of funds be delayed for six months to allow more time to find suitable non-profits.

The next steps are each Foundation Board member will identify a suitable non-profit(s) to receive the funds and then hold a foundation board meeting to approve the dissolution of the foundation and approve to disperse the remaining funds.

Gregg Wood, a former member of the Foundation board commented that the money was originally meant to be a funding mechanism for parks facilities and service, for the good of Rosamond. He urged that the funds specifically associated with the previous cancer fundraising efforts be kept local and focused on cancer awareness or treatment.

The directors discussed inviting Mr. Wood to the foundation meeting, whenever it is held.

Dir. Washington expressed a desire to disperse some funds to the Rosamond Cheer program with a focus on safety equipment. He also stated the disbursement of Foundation funds needs to occur before six months.

Pres. Glennan suggested the Little League also be a recipient.

***This is an information only item. No action could be taken.***

### **NEW BUSINESS**

**NB 1. Cancel November 13, 2024 Regular Board Meeting and Schedule November 20, 2024 Special Board Meeting.** (Kim Domingo, presenter)

A motion to approve NB 1 was made by VP Stewart and seconded by Director Washington.  
**Motion passed 5 ayes.**

**NB 2. Approve Water Reclamation Plant Project Change Order No. 9 and Authorize the General Manager to File the Notice of Completion.** (Kim Domingo, presenter)

A motion to approve NB 2 was made by VP Stewart and seconded by Director Webb.  
**Motion passed 5 ayes.**

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

**Director Washington** spoke on the impact the AI can have on special districts. He will be attending the Director Leadership Academy next week.

**VP Stewart** encourage the public to get out and vote. He also reported he has been attending multiple online cyber-security courses.

**Director Webb** complimented Dir Washington on his plans to attend the leadership course and encouraged district staff to again work toward becoming a ‘District of Distinction.’

### **GENERAL COUNSEL UPDATE**

John Komar, Esq – no report.

### **GENERAL MANAGER UPDATE**

**Kim Domingo** reported on uncollectable accounts dating between August 2012 and April 2018. Collection efforts have been exhausted. District policy allows these account to be written off.

GM Domingo also read a letter from a community member that praised RCSD, specifically John Houghton, for his knowledge, attitude, leadership, and willingness to help.

GM Domingo and the Director of Administration will be attending training on labor negotiations in November.

## **DIRECTOR OF ADMINISTRATION UPDATE**

**Sherri Timm** reported 122 notices of impending service disconnection were mailed out on Oct 9th. Only 78 door hangers were served on Oct 17th.

Open enrollment is now in effect for District employees.

Mrs. Timm expressed appreciation for allowing her to attend the Board Secretary Conference and shared some of the topics about which she learned.

## **PUBLIC WORKS UPDATE**

**John Houghton** Presented his Field Operations report. He reported a significant increase in graffiti in the community and complimented the RCSD Public Works team for keeping up with abatement efforts.

## **ADJOURNMENT**

A motion to adjourn the meeting at 6:48 PM was made by Director Washington and seconded By VP Stewart.

**Motion passed 5 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 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](mailto:stimm@rosamondcsd.com) or 661-256-3411, or in person or writing to Rosamond Community Services District, Attn: Board Secretary 3179 35<sup>th</sup> Street West, Rosamond, CA 93560. Board meetings are subject to audio recording.

Respectfully Submitted:

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RCSD Board of Directors

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RCSD Board Secretary

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

4:30 PM Policy Committee Meeting  
Tuesday October 8<sup>th</sup>, 2024  
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 4:30 PM by VP Stewart.

**ROLL CALL**

Vice President Ben Stewart Present  
Director Greg Washington Present

General Manager Kim Domingo Present  
Board Secretary/Dir. of Administration Sherri Timm Present

**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 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. Customer Complaint of District Policy (Presenter Kim Domingo)**

This matter is related to Ordinance 92-6 and the rules that govern Water & Sewer Policy. These policies have been changed over time. The current policy established by the Board only allows a service account to be opened by the property owner or someone authorized by the owner.

The District has received a complaint regarding how this policy is applied. A property owner died in 2011 with no will or probate. Proper steps by the family of the decedent did not happen in order to transfer the property to the family members and the family cannot show they are the legal owner. The family members have sought legal counsel, and the disposition of the property is still being worked out by the family attorney. The family is concerned because the home is vacant and state they cannot sell the home and wish to rent it until they have obtained the necessary authority to sell the home. Because of current District policy, they are not authorized to open an account for water and sewer service. The way Ordinance 92-6 is written allows for no General Manager discretion. Staff recommends taking this to the Board as an official complaint, including a revision of Ordinance 92-6 with verbiage allowing discretion by the General Manager in circumstances such as this.

The committee members have requested a copy of the proposed policy amendment to Ord. 92-6.

### **ADJOURNMENT**

A motion to adjourn at 4:47 PM was made by Director Washington.

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 35th 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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RCSD Board of Directors

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RCSD Board Secretary

*Rosamond Community Services District  
Policy Committee Meeting – Minutes  
Tuesday October 8, 2024 @ 4:30 PM*



**GOVERNMENT/COMMUNITY RELATIONS COMMITTEE  
MEETING OF THE  
BOARD OF DIRECTORS  
ROSAMOND COMMUNITY SERVICES DISTRICT**

3:00 PM Government & Community Relations Committee Meeting  
Tuesday October 8<sup>th</sup>, 2024  
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 3:02PM by Director Wallis

### **ROLL CALL**

Director Al Wallis      Present  
Director Rick Webb      Arrived at 3:31 PM

General Manager Kim Domingo      Present  
Dir. of Admin/Board Secretary Sherri Timm      Present

Members of the public present: Joel MacKay

### **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 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-**

A brief recess was taken from 3:05 until 3:31 PM

**DI 1. Rosamond Foundation Follow-up. (Kim Domingo, Presenter)**

GM Domingo provided an overview from the last discussion by this committee regarding the Rosamond CSD Foundation. At that time it was discussed to establish another non-profit organization. Presently, Director Webb suggested turning over the funds to existing local non-profit organizations for the benefit of community youth versus waiting for a new non-profit organization to be established.

GM Domingo confirmed account balances as of March 29<sup>th</sup> 2024. There are two accounts, one is designated as a general account, and one is earmarked as a Rosamond Cancer Walk account.

Joel MacKay suggested half of the funds go to community non-profits and half go to a new local non-profit to benefit the community or seek counsel if another local group could take over the existing 501(c)3 from the Rosamond CSD Foundation.

Since the Rosamond CSD Foundation Board has not identified any existing non-profit organizations, GM Domingo recommends the Rosamond CSD Foundation sunsets in 6 months, and he will report to the Rosamond CSD Board of Directors that each need to consider recommending at least one local non-profit to which to disburse funds.

Director Webb, Wallis and Mr. MacKay will meet to discuss what needs to be done to form a new 501(c)3

**ADJOURNMENT**

A motion to adjourn the meeting at 4:05 PM was made by Director Webb.

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.

*Rosamond Community Services District  
Government/Community Relations Committee Meeting Minutes  
Tuesday October 8<sup>th</sup>, 2024@ 3:00 PM*

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.

Respectfully submitted:

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RCSD Board of Directors

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RCSD Board Secretary

# STAFF REPORT

## Rosamond Community Services District

DATE: November 20, 2024  
TO: Board of Directors  
FROM: Kim Domingo, General Manager  
Subject: Identify Apparent Low, Responsive and Responsible Bid and Approve Purchase of Vacuum Hydro-Excavator from Plumbers Depot of Hawthorne, CA

---

### **RECOMMENDATION:**

Identify Plumbers Depot of Hawthorne, CA, as the low bidder, approve an issuance of a purchase order for the Vacuum Hydro-Excavator and authorize the General Manager to execute the purchase order.

### **BACKGROUND:**

On May 22, 2024, the Board adopted the FY 2024-2025 budget, which includes the purchase of a new chassis mounted vacuum hydro-excavator in the water capital budget, freeing the existing hydro-excavator for the exclusive use on the sewer system.

On September 18, 2024, the Board authorized the advertisement for bids for the hydro-excavator due to the value of the equipment exceeding \$60,000. The advertisement was published in the Antelope Valley Press on October 11, 2024, and October 18, 2024.

On November 4, 2024, one bid was received, publicly opened and read with the below result:

| Bidder              | Bid          |
|---------------------|--------------|
| Plumbers Depot Inc. | \$699,380.18 |

The bid indicates that the vehicle will be delivered within 15 days of receipt of the purchase order.

### **ANALYSIS:**

Staff has confirmed that the completed bid documents for the low bid are in order and have deemed them responsive and responsible.

### **FISCAL REVIEW:**

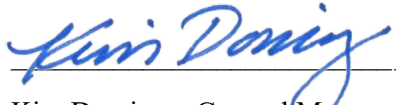
The cost for this purchase is in Capital Project No. 12510, with a budgeted amount of \$804,000. There are adequate funds for this purchase.

### **LEGAL REVIEW:**

N/A

**CONCLUSION:**

Approval is recommended.



Kim Domingo, General Manager



Sherri Timm, Director of Administration

**ATTACHMENTS:**

Bid Form

**SECTION 5**

BID FORM

PROPOSAL TO

ROSAMOND COMMUNITY SERVICES DISTRICT

FOR PURCHASE OF ONE (1) HYDRO-EXCAVATOR

NAME OF BIDDER Plumbers Depot Inc.

BUSINESS P.O. BOX \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

BUSINESS STREET ADDRESS 3921 W.139th St.

CITY, STATE, ZIP Hawthorne, CA 90250

TELEPHONE NO: AREA CODE (310 ) 355-1700

FAX NO: AREA CODE ( 310 ) 355-1711

Type text here

TO THE GOVERNING BODY OF THE

Rosamond Community Services District

Pursuant to and in compliance with your Notice Inviting Sealed Proposals (Bids) and the other documents relating thereto, the undersigned bidder, being fully familiar with the terms of the Contract Documents, local conditions affecting the performance of the contract, the character, quality, quantities, and scope of the work, and the cost of the work at the place where the work is to be done, hereby proposes and agrees to perform within the time stipulated in the contract, including all of its component parts and everything required to be performed, and to furnish any and all of the labor, material, tools, equipment, transportation, services, permits, utilities, and all other items necessary to perform the contract and complete in a workmanlike manner, all of the work required in connection with the completion of said work all in strict conformity with the plans and specifications and other contract documents, including Addenda Nos. \_\_\_\_, \_\_\_\_, \_\_\_\_, and \_\_\_\_, for the prices hereinafter set forth.

The Board of Directors of the Rosamond Community Services District reserves the right to reject any and all bids, and to waive any and all irregularities in any bid.

The work for which this proposal is submitted is for purchase of one (1) Hydro-Excavator in conformance with the Specifications, including any addenda thereto.

The undersigned, as bidder, declares that the only persons or parties interested in this proposal as principals are those named herein; that this proposal is made without collusion with any other person, firm, or corporation; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, and the plans therein referred to; and he proposes, and agrees if this proposal is accepted, that he will contract with the ROSAMOND COMMUNITY SERVICES DISTRICT, in the form of the copy of the contract annexed hereto, to provide all necessary machinery, tools, apparatus and other means of construction, and to do all the work and furnish all the materials specified in the contract, in the manner and time therein prescribed, and according to the requirements of the District as therein set forth, and that he will take in full payment therefore the following prices, to wit:

#### EQUIPMENT PRICING

The bidder shall fill-out and submit the Equipment Pricing Form, part of Exhibit C of this contract document. This is a combined total for published options plus unpublished options.

#### PROPOSER'S QUESTIONNAIRE

See Exhibit A

#### NON-COLLUSION AFFIDAVIT

See Exhibit B

#### MINIMUM EQUIPMENT SPECIFICATIONS

See Exhibit C

#### REQUIRED SUBMISSIONS

This proposal shall NOT be complete unless all the information requested is provided by the proposer and is submitted with the proposal. Statements MUST be complete and accurate. Omissions, inaccuracy, or misstatement may be cause for rejection of a proposal.

# EXHIBITS



NON-COLLUSION AFFIDAVIT

Jose Martin, being first duly sworn, deposes and says that he/she is President of Plumbers Depot Inc the party making the foregoing bid, that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or that anyone shall refrain from bidding; that the bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder, or to secure any advantage against the public body awarding the contract of anyone interested in the proposed contract; that all statements contained in the bid are true; and, further, that the bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any corporation, partnership, company association, organization, bid depository or to any member or agent thereof to effectuate a collusive or sham bid."

\_\_\_\_\_  
Bidder

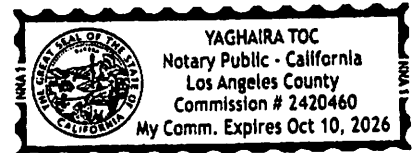
State of California )

) ss.

County of Los Angeles

On this 10 day of October 2024, before me personally came Jose Martin to me known, or proven to be on the basis of satisfactory evidence, who being duly sworn, did depose and say: that Jose Martin is an authorized representative of the \_\_\_\_\_ and acknowledged to me that \_\_\_\_\_ executed the within instrument on behalf of said bidder.

In witness whereof, I have signed and affixed my official seal on the date first above written.



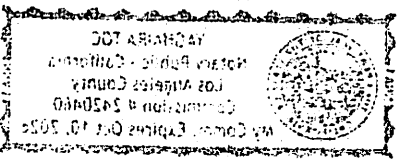
\_\_\_\_\_  
Notary Public

Handwritten mark or signature in the top right corner.

Main body of the document containing several paragraphs of text, some of which are handwritten and some appear to be typed or printed.

Handwritten text or signature located in the middle right section of the page.

Another section of text, possibly a continuation or a separate part of the document, located in the lower middle section.



# JURAT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

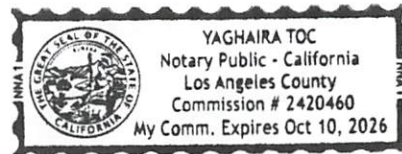
State of California

County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 10 day of October,  
2024 by Jose Martin

proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Yaghara Toc, Notary Public  
Signature (Seal)



## OPTIONAL INFORMATION

### DESCRIPTION OF THE ATTACHED DOCUMENT

NON COLLUSION Affidavit  
(Title or description of attached document)

(Title or description of attached document continued)

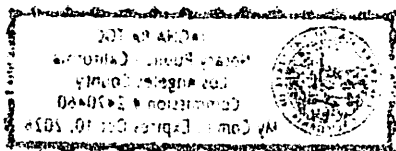
Number of Pages 21 Document Date 10/10/24

Additional information

## INSTRUCTIONS

The wording of all Jurats completed in California after January 1, 2015 must be in the form as set forth within this Jurat. There are no exceptions. If a Jurat to be completed does not follow this form, the notary must correct the verbiage by using a jurat stamp containing the correct wording or attaching a separate jurat form such as this one which does contain the proper wording. In addition, the notary must require an oath or affirmation from the document signer regarding the truthfulness of the contents of the document. The document must be signed AFTER the oath or affirmation. If the document was previously signed, it must be re-signed in front of the notary public during the jurat process.

- State and county information must be the state and county where the document signer(s) personally appeared before the notary public.
- Date of notarization must be the date the signer(s) personally appeared which must also be the same date the jurat process is completed.
- Print the name(s) of the document signer(s) who personally appear at the time of notarization.
- Signature of the notary public must match the signature on file with the office of the county clerk.
- The notary seal impression must be clear and photographically reproducible. Impression must not cover text or lines. If seal impression smudges, re-seal if a sufficient area permits, otherwise complete a different jurat form.
  - ❖ Additional information is not required but could help to ensure this jurat is not misused or attached to a different document.
  - ❖ Indicate title or type of attached document, number of pages and date.
- Securely attach this document to the signed document with a staple.



**PROPOSER'S QUESTIONNAIRE**

1. Name of proposer: Plumbers Depot Inc.

2. Address of proposer: 3921 W.139th St. Hawthorne, CA 90250

3. Proposer intends to operate the business with which this proposal is concerned as a:

Sole Proprietorship

Partnership

Corporation

Joint Venture

Other, Explain:

**EXPERIENCE STATEMENT**

Enumerate in detail the duration and extent of your business experience with special emphasis on equipment leasing or sales.

Plumbers Depot Inc. has been in the Sewer and Water Industry for 23 years with over 45 years of experience .

**REFERENCES**

List three (2) persons or firms with whom you have conducted business transactions during the past three years.

Reference No. 1

Name: Richard Saenz

Firm: City of Palmdale

Address: 39110 3rd Street East Palmdale CA 93550

Telephone: 661-267-5259

**REFERENCES**

Reference No. 2

Name: Robert Barretto

Firm: City of San Buena Ventura

Address: 1400 Spinnaker Drive Ventura CA 93001

Telephone: 805-677-4132

**EXCEPTIONS AND SUBSTITUTIONS**

Item No. 1 N/A

Item No. 2 \_\_\_\_\_

Item No. 3 \_\_\_\_\_

Item No. 4 \_\_\_\_\_

I/We have read all proposal documents and submit this proposal to the Rosamond Community Services District.

*Jose Martin*

Signature

10-10-2024

Date

# Rosamond Community Services District

## Exhibit C

| Intent   | YES                                 | NO                       |
|--|-------------------------------------|--------------------------|
| The intent of the specification is to define the minimum performance requirements for a chassis mounted vacuum hydro excavator. The unit shall simultaneously use high pressure water and vacuum generated by a positive displacement rotary lobe pump to excavate without damaging utilities while loading debris into the tank | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| General   | YES                                 | NO                       |
|---|-------------------------------------|--------------------------|
| In all cases the completed machine must conform to all federal, state, and local laws applicable to this type of equipment. All components of the machine shall be powered by the chassis engine. Bidders are required to state their compliance to these specifications by checking either yes or no after each line and listing ALL deviations, exceptions, and exclusions at the end of each section | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Chassis   | YES                                 | NO                       |
|---|-------------------------------------|--------------------------|
| 1 2024 or newer PETERBILT 567 chassis   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2 The chassis shall have a PACCAX MX-11 engine  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3 The chassis shall produce 445 HP  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4 The chassis shall be current EPA and CARB compliant   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5 The chassis shall be a vocational chassis approved for stationary continuous split-shaft PTO operation with a vocational hood | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6 The chassis shall have a Allison 4500 RDS P automatic transmission  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7 The minimum chassis frame strength shall be 110,000 PSI   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8 The frame shall have an outter C- channel reinforcemnt  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9 The front axle shall be 20,000 lb.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10 The rear axle shall be 46,000 lb.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11 The chassis shall have air conditioning  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12 The chassis shall have an AM/ FM / WB radio  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13 The cab shall have LED clearance lights  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14 The cab shall have a 5 lb. fire extinguisher   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15 The cab shall be painted factory white   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Debris Tank  | YES                                 | NO                       |
|--|-------------------------------------|--------------------------|
| 1 The debris tank shall be a true cylindrical tank constructed of ASTM A-572 Grade 50 Exten High Strength Steel 1/4" thick , NO EXCEPTIONS | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2 The debris tank shall have a dished forward tank head and a dished rear door   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3 The tank or rear door shall not have any flat surfaces,  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4 The capacity of the tank shall be a minimum of 12 cubic yards useable  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5 The material shall enter the tank through a top mounted air- backed debris chute to reduce wear.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6 The rear door shall be equipped with four independent, fully adjustable hydraulic locks  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7 Each of the four tailgate locks shall operate with an independent hydraulic cylinder   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8 The tailgate shall open / close with two hydraulic cylinders   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9 The rear door shall have a full inside perimeter ½" stainless steel sealing ring and seal against a self compensating neoprene gasket    | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10 The tank shall be equipped with two automatic 12" stainless steel float ball shutoff valves mounted at the front of the debris tank     | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

|    |   |                                     |                          |
|----|---|-------------------------------------|--------------------------|
| 11 | Dump controls shall be located on the curbside side forward of the tank assembly  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12 | The tank shall be mounted to a full length sub-frame unitized with the water storage tank to provide for resistance to twisting and distortion.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13 | A forward mounted double acting, lift cylinder rated for 55,000 lbs., equipped with safety pilot check valve shall lift the tank to a 45 degree dump angle  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14 | All pivot points of the dump system shall have grease fittings.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15 | The body pivot pin shall be the full width of the frame rails. It shall be 2" x 40" to prevent the body from twisting during dumping  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16 | The entire body pivot pin shall rotate inside a bearing tube  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17 | Tailgate shall hinge at the top and be fully adjustable with 1-3/4" positioning bolts with bronze bushing pivot surface   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 18 | No hydraulic components shall be located inside the debris tank   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 19 | The debris body and tailgate door shall have an air acutated safety prop.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 20 | Every lift or push point on the truck shall be reinforced with steel poison plates on it to distribute the forces. The areas reinforced shall include:<br>Entire long member of collector body, body dump cylinder mounts, tailgate hinges and lift cylinder mounts on body, tailgate locking cylinder mounts, body safety prop holder, and rear mount boom | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 21 | <b>DRAIN AT BOTTOM OF TAILGATE - 6" BUTTERFLY VALVE</b>   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 22 | The debris tank shall have a stainless steel debris level indicator mounted on the tailgate   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 23 | An interior filter screen shall be mounted on the 6" drain valve at the bottom of the tailgate  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 24 | A ladder shall be mounted to the curbside of the debris tank  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 25 | An electric vibrator shall be mounted at the bottom rear of the debris tank   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 26 | A 4" brass knife valve with cylinder style pneumatic actuator shall be mounted half way up the tailgate   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 27 | The body inlet cannon shall have a 12" cleanout door mounted on the top and a 4" rear cleanout door   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Water Storage Tank |  | YES                                 | NO                       |
|--------------------|--|-------------------------------------|--------------------------|
| 1                  | To ensure optimal center-of gravity and eliminate the possibility of leaks and subsequent pump cavitation, the water storage shall be in a single tank design  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                  | The tank shall be mounted at and above the chassis frame rails to provide a flooded inlet for the water pump and for protection from road debris damage and off road applications                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                  | The tank shall be cylindrical in design and constructed of 3/16" thick ASTM A-240 Type 304L stainless steel with stainless steel dished heads and have a capacity of 1,000 U.S. Gallons. NO EXCEPTIONS | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4                  | The tank shall be equipped with a fill system using standard fire hose fittings, an approved anti - siphon air gap, and be plumbed to the curb side of the unit.                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5                  | The tank shall have a 20" top mounted port for access and inspection   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6                  | The tank shall be mounted to a full length sub frame, unitized with the debris tank to provide for resistance to twisting and distortion.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7                  | The tank shall have Lifetime warranty against rust, corrosion, distortion or cracking No Exceptions  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |



|    |   |                                     |                          |
|----|---|-------------------------------------|--------------------------|
| 8  | A 2" drain valve shall be mounted on bottom of the tank   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9  | A 3" water supply line with a stainless steel screen shall be installed on the water tank inlet fill line | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10 | The tank shall be equipped with stainless steel baffles   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Vacuum System |   | YES                                 | NO                       |
|---------------|---|-------------------------------------|--------------------------|
| 1             | The vacuum system shall incorporate a rotary positive displacement vacuum pump with a capacity of 3,850 CFM air flow and 27" Hg of pure vacuum. NO EXCEPTIONS   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2             | The chassis engine shall provide the power for the vacuum pump, with vibration isolation mounts installed at the vacuum pump and transfer case. No auxiliary engine shall be allowed.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3             | BODY MOUNTED DUAL CYCLONES, 10-MICRON FINAL FILTER, AND DRIVER'S SIDE MOUNTED SILENCER(S) UPGRADE FOR REAR MOUNT BOOM VHE. INCLUDES UPGRADED BODY LIFT CYLINDER AND BLOWER DRIVESHAFT COVER   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4             | The cyclone separator shall have quick removal cleanout and inspection ports on both the air inlet and air exit points on the top of the unit   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5             | A full opening dump valve shall be installed at the bottom of each cyclone.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6             | Accessible from ground level, a safety filter housing with full opening door shall be mounted between the cyclone separators and the vacuum pump with a removable, washable, polyester cartridge filter element capable of stopping any particle larger than the clearance of the vacuum pump lobes NO EXCEPTIONS | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7             | The vacuum pump will be direct coupled to the transfer case gearbox without the use of belts or intermediate hydraulic or hydrostatic components.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8             | Blower shall be mounted on four 3-1/2" rubber vibration isolation mountes   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9             | A means of starting, stopping and varying the vacuum suction from operator station at the curbside of the machine must be provided  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10            | An external air operated 6" vacuum relief valve controlled from the operator panel and shall be installed prior to the vacuum pump inlet  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11            | A discharge silencer shall be installed with a rain cap and low point drain   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Water Pump System |  | YES                                 | NO                       |
|-------------------|--|-------------------------------------|--------------------------|
| 1                 | The water pump shall run independently of the vacuum pump and be equipped with a pressure regulator.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                 | WATER PUMP SHALL BE A TRI-PLEX HIGH PRESSURE WATER PUMP, HYDRAULICALLY DRIVEN VIA AUTO TRANSMISSION PTO, SHALL MEET A MEASURED FLOW OF 13 GPM @ 3,000 PSI @ 1400 ENGINE RPM MEASURED AT THE HX LANCE | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                 | The water system shall include low point drain valves to prevent freezing of pipes in cold weather.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

|   |   |                                     |                          |
|---|---|-------------------------------------|--------------------------|
| 4 | The air pressure shall be plumbed from the chassis air brake system and include a one – way check valve to prevent air brake contamination. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5 | An air purge system will be included to clear the liquids from the water lines and prevent freezing   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6 | A 100' x 1/2" hose reel for the hydro excavation circuit shall be mounted on the curbside to the rear of the cab                            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7 | A 3/8" by 5' hydro excavating lance with a 6' extension, 3/8" quick connects, and a rotating hydro excavation nozzle will be included       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Vacuum Loading Boom |  | YES                                 | NO                       |
|---------------------|--|-------------------------------------|--------------------------|
| 1                   | The boom shall be mounted on the rear of the debris tank, be of a tube-in-tube style, 8" in diameter, and must have a boom docking saddle to provide a boom rest and curbside docking of the boom for transit.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                   | The rear mounted boom must be able to pivot downward 15-Degrees minimum to reduce the boom lifting height when working under utility lines   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                   | A boom hose docking port shall be installed to secure the end of the boom hose for transit   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4                   | The boom shall be equipped with two hydraulic lifting cylinders with a minimum of 4" bore, 10" stroke, 2" diameter cylinder rods.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5                   | The rear mounted boom rotation shall be accomplished via hydraulic worm gear rotation and traverse in a 270 degree arc across the work area. Boom rotation via chain and sprocket drive or hydraulic cylinders is unacceptable due to excessive wear and maintenance | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6                   | The boom shall be powered hydraulically up/down, left / right, and in /out, with controls located at the operator control panel and wireless control.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7                   | The rear mounted boom shall be equipped with a hydraulic powered true telescoping section of 8 feet with a 17-foot retracted and a total extended length of 25 feet from the centerline of the unit.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8                   | Please state the total extended length of the boom from the centerline of the truck  | <u>35 1/4</u> Feet                  |                          |

| Curbside Control Panel Shall Include |  | YES                                 | NO                       |
|--------------------------------------|--|-------------------------------------|--------------------------|
| 1                                    | Engine tachometer  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                                    | Transfer Case hour meter   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                                    | Water pump engagement control  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4                                    | Hydraulic pressure gauge   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5                                    | Vacuum gauge   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6                                    | Water pressure gauge   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7                                    | Chassis engine throttle control  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8                                    | Water level display on control panel                                       | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9                                    | Low water alarm  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10                                   | Boom controls  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11                                   | Water pressure and flow control - Pneumatically operated multi flow system | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12                                   | Control panel light  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13                                   | Vacuum relief valve switch   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

|    |  |                                     |                          |
|----|--|-------------------------------------|--------------------------|
| 14 | PANIC button (Red Mushroom) to de-energize water flow valve and relieve vacuum | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
|----|--|-------------------------------------|--------------------------|

List ALL Deviations, exceptions, exclusions

| Hydraulic System |   | YES                                 | NO                       |
|------------------|---|-------------------------------------|--------------------------|
| 1                | The hydraulic system shall have a minimum capacity of 65 U.S. Gallons and be equipped with a level sight eye and thermometer                              | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                | The return line shall be equipped with a 12 micron absolute spin on filter and the suction line shall be equipped with a shut off valve                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                | The hydraulic pump shall be mounted on the transfer case and produce 25 GPM at 2000 PSI.  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4                | All hydraulic functions of this unit shall be powered via the transfer case driven hydraulic pump in lieu of any electrically powered hydraulic circuits. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5                | A set of boom hydraulic control valves shall be mounted behind the curbside of the cab.   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6                | The boom control valves shall be a direct hydraulic spool valve with hydraulic pilot pressure controlled electric actuator                                | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7                | Each boom function shall be adjustable via individual flow controls and shall have a separate manual override handle which is clearly labeled.            | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Accessories to be Included |   | YES                                 | NO                       |
|----------------------------|---|-------------------------------------|--------------------------|
| 1                          | Operation and maintenance manual  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                          | One 36" x 24" x 24" aluminum toolbox mounted on the curbside  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                          | One 36" x 24" x 24" aluminum toolbox mounted on the driver's side   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4                          | Traffic cone holder   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5                          | Stainless steel tube / tool trays along both sides of the tank structure to hold 32 feet of 8" tubes accessible from the ground level         | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6                          | Two high intensity LED boom work lights   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7                          | Two LED rear work lights  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8                          | Two mid-ship mounted LED work lights  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 9                          | A wireless remote control with water on/off feature for the hydro excavating hose reel  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 10                         | Rear tow hooks  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 11                         | Metal mudflaps in front of the rear tires   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 12                         | A low restriction, high efficiency, hydraulic oil cooler shall be added to the hydraulic circuit, shall have a 12 Volt DC Brushless Fan Motor | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 13                         | Two LED Work Lights to shine into debris body   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 14                         | backup alarm  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 15                         | Four 8" x 5' vacuum tubes   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 16                         | One 8" x 5' vacuum tube with bolt on soft tip   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 17                         | Six 8" tube clamps  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 18                         | One 25" x 2 1/2" fill hose  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 19                         | One camera backup camera system with a 7" color monitor   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Painting |  | YES                                 | NO                       |
|----------|--|-------------------------------------|--------------------------|
| 1        | The entire exterior of the body, chassis sub-frame, and all carbon steel vacuum module components shall be shot blasted to SP 10 near white finish | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2        | Paint shall be spray applied single stage automotive fleet finish urethane paint   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3        | Chassis frame, vacuum pump, water pump, silencers and related power components shall be painted black  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4        | Body and associated components shall be painted white  | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5        | All body parts are to be disassembled and individually blasted, sanded, primed, and painted prior to final assembly                                | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Warranty & Misc. |   | YES                                 | NO                       |
|------------------|---|-------------------------------------|--------------------------|
| 1                | Manufacture shall provide a one (1) year limited warranty from the date of delivery                                   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2                | The positive displacement blower lobes shall have a manufacture's minimum warranty                                    | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 3                | A proposal drawing of the proposed unit shall be submitted with bid   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4                | Wiring diagram of the unit shall be furnished with the completed unit   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5                | With 14 days after unit is delivered a factory representative shall perform a minimum of 8 hours of start-up training | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 6                | A detailed service and parts manual shall be provided   | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Delivery |   | YES                                 | NO                       |
|----------|---|-------------------------------------|--------------------------|
| 1        | The unit shall be delivered to                                      | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 2        | State number of days until delivery after receipt of purchase order | 15 Days                             |                          |

---

**Rosamond Community Services District**

**Exhibit C Pricing Form**

|                                      |                       |
|--------------------------------------|-----------------------|
| Time of Delivery Days                | <u>15-30 Days ARO</u> |
| Make and Model                       | <u>Gapvax VHE1012</u> |
| Price for one (1) Hydro Excavator \$ | <u>652,102.73</u>     |
| Sub Total \$                         | <u>652,102.73</u>     |
| <u>7.25</u> % Sales Tax \$           | <u>47,277.45</u>      |
| Total Bid \$                         | <u>699,380.18</u>     |

# STAFF REPORT

## Rosamond Community Services District

DATE: November 20, 2024

TO: Board of Directors

FROM: Kim Domingo, General Manager

SUBJECT: Resolution 2024-8 Amending Ordinance 92-6 Water Service Application Policy

---

### **RECOMMENDATION:**

Approve Resolution 2024-8, amending Ordinance 92-6 amending water service application policy.

### **BACKGROUND:**

On March 11, 1992, your Board adopted Ordinance 92-6, establishing the rules, regulations, rates and charges for water and sewer connections and service. The Ordinance has been amended via ordinance and resolution since its adoption, the most recent via Resolution 2023-18, adopted September 13, 2023.

The reason for this action is to provide General Manager discretion to approve a water service activation or de-activation in the rare event of a property owner who has died, and the legal ownership has not been fully transferred to an heir. There have been at least two (2) cases in the past year where a next-of-kin is trying to manage the affairs of the decedent by either turning on water to rent the property or turn off the water to stop the water billing on the property as the family awaits ownership transfer.

As it currently is written, Administrative staff has no discretion in these matters. The intent is to consider such applications on a case-by-case basis and approve an account activation or de-activation only if there is no risk to the District.

### **ANALYSIS:**

Administrative staff will be considering evidentiary documents provided by the applicant, the payment history and general condition of the property before considering an approval, and only in the rare instances described.

### **FISCAL REVIEW:**

None

### **LEGAL REVIEW:**

None

### **CONCLUSION:**

Adoption of the Resolution is recommended.

  
\_\_\_\_\_  
Kim Domingo, General Manager

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

### **ATTACHMENTS:**

Resolution 2024-8

**RESOLUTION NO. 2024-8**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSAMOND COMMUNITY SERVICES DISTRICT, AMENDING ORDINANCE 92-6 FOR THE LIMITED PURPOSE OF AMENDING WATER SERVICE APPLICATION REQUIREMENTS**

**WHEREAS**, in accordance with California Government Code section 61115, the Board of Directors of the Rosamond Community Services District has the power to the conditions for any services or facilities rendered by the District; and,

**WHEREAS**, the Board of Directors has previously adopted Ordinance No. 92-6, which in part established application procedures for District water services; and,

**WHEREAS**, the Board of Directors has determined that the application procedures provided for, which were previously established in Ordinance No. 92-6, need adjustment at this time; and,

**WHEREAS**, the District has determined that the proposed amendments approved herein are not subject to the provisions of Proposition 218; and,

**WHEREAS**, the adoption of this Resolution is statutorily exempt from the requirements of the California Environmental Quality Act (CEQA) since approval of individual utility service connections and disconnections is a statutory exemption for District decisions involving ministerial projects within Section 15268 of the CEQA Guidelines.

**NOW, THEREFORE**, THE BOARD OF DIRECTORS OF THE ROSAMOND COMMUNITY SERVICES DISTRICT resolves as follows:

1. The Recitals set forth above are true and correct and herein incorporated and made an operative part of this Resolution.
2. Ordinance 92-6 is hereby amended as set forth herein and said amendment shall not impact any other provision of Ordinance 92-6 thereto.
3. The following amendments, and additions to Ordinance No. 92-6 are hereby adopted by the Board of Directors of the Rosamond Community Services District:

A. **Section 2.09** shall be modified as follows:

**Section 2.09. Application for Water Service.** An applicant for Water Service shall apply for service at the District office. Subject to the provisions of SB 998, codified at California Health and Safety Code 116900 et. seq., an applicant must be an owner of the property for which Water Service is sought and must provide proof of such ownership contemporaneously with submission of the application for service. The application shall be made on a form provided by the District, which form must be completed in full, and signed by an owner of the property

for which Water Service is sought. If the applicant is an entity, the person signing the application shall also present proof of authority to sign the application on behalf of the entity seeking service. Applications for Water Service by non-owners of the property for which Water Service is sought shall be denied except at the General Manager's discretion. The District is not obligated to provide Water Service until the applicant has satisfied the requirements of this Section and Sections 2.10 and 2.11 of the Ordinance and the application has been approved by the Manager.

4. The Board does hereby affirm, based on the entire record before it, that this Resolution 1) is necessary; 2) is not discriminatory; 3) is adopted in compliance with all applicable laws; and, 4) may be imposed in compliance with all applicable laws.
5. This Resolution shall take effect immediately and shall have immediate effect.
6. Any prior District ordinance or resolution, or part thereof, which is not in direct conflict herewith, shall remain in full force and effect.
7. The Secretary of the District Board shall certify to the passage and adoption of this Resolution.



**PASSED AND ADOPTED** at a regular meeting of the Board of Directors of the Rosamond Community Services District held this 20th day of November, 2024.

By: \_\_\_\_\_  
Byron Glennon, Board of Directors  
Rosamond Community Services District

ATTEST:

By: \_\_\_\_\_  
Secretary, Board of Directors  
Rosamond Community Services District

(DISTRICT SEAL)

CERTIFICATE

I, Sherri Timm, Secretary of the Board of Directors of Rosamond Community Services District, do hereby certify that the foregoing resolution was regularly adopted by the Board of Directors of said District at a regular meeting of said Board duly held on the 20th day of November, 2024 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the official seal of Rosamond Community Services District, this 20th day of November, 2024.

---

Sherri Timm, Secretary to the Board of Directors

# STAFF REPORT

## Rosamond Community Services District

DATE: November 20, 2024  
TO: Board of Directors  
FROM: Kim Domingo, General Manager  
Subject: Approve Trakel Tract Water Service Replacement Project Change Order No. 2

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### **RECOMMENDATION:**

Approve Change Order No. 2 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.

On October 9, 2024, the Board approved Change Order No. 1, adding 17 working days to the project due to a delay in obtaining the required Kern County Public Works Encroachment Permit.

Change Order No. 2 consists of two items:

1. Credit due to contract work that is not required. The contract included the replacement of service saddles and corporation stops at the water main as required. None of these appurtenances required replacement, so a credit amount of \$92,718 is included.
2. Three (3) services are required to be replaced via open cut trench in lieu of directional boring. The additional cost to install these services is \$28,560. Six (6) additional working days are required to complete the work.

The resulting total of Change Order No. 2 is a credit in the amount of \$64,158 for a revised contract amount of \$744,381. The additional contract time extends the completion date from November 15, 2024 to November 25, 2024.

### **ANALYSIS:**

Staff has determined that the requested changes are warranted and required to complete the project.

### **FISCAL REVIEW:**

A net credit of \$64,158 to the District.

**LEGAL REVIEW:**

None

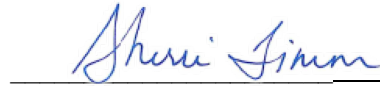
**CONCLUSION:**

Approve as presented



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Kim Domingo, General Manager



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Sherri Timm, Director of Administration

**ATTACHMENTS:**

Change Order No. 2

# CHANGE ORDER

**PROJECT:**  
Trakel Tract Water Service Replacement Project

**DATE:** 11/20/2024

**PROJECT NO.:** 01245

**CHANGE ORDER NO.:** 2

**CONTRACTOR:**

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

| DESCRIPTION OF CHANGE  | ADD         | DEDUCT              |
|--|-------------|---------------------|
| 1. Deduct Item 5 - Replacing Corp Stops and Saddles due to no payable quantity.  | \$0.00      | (\$92,718.00)       |
| 2. Additional labor and materials to open trench three (3) new services in lieu of trenchless boring due to unforeseen conditions, at time and materials not to exceed stated increase. Additional time of six (6) working days for this item. | \$28,560.00 | (\$0.00)            |
| <b>CHANGE ORDER NO. 2 TOTAL (DEDUCT)</b>   |             | (\$64,158.00)       |
| <b>CHANGE ORDER NO. 1 TOTAL (ADD)</b>  |             | \$0.00              |
| <b>ORIGINAL CONTRACT PRICE</b>   |             | \$808,539.00        |
| <b>NEW CONTRACT AMOUNT</b>   |             | \$744,381.00        |
| <b>ORIGINAL CONTRACT COMPLETION DATE</b>   |             | October 22, 2024    |
| <b>CHANGE ORDER NO. 2</b>  |             | Add 6 Working Days  |
| <b>CHANGE ORDER NO. 1</b>  |             | Add 17 Working Days |
| <b>REVISED CONTRACT COMPLETION DATE</b>  |             | November 25, 2024   |

### REASON FOR CHANGE

1. Bid Item 5 is intended to pay for leaking service saddles and corp stops if encountered. There were none encountered for this project.
2. Due to unforeseen conditions, three (3) service line locations could not be installed via trenchless technology, requiring open cutting and engineered backfill according to Kern County Public Works Standards.

This change order results in a net decrease 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:**

**BY:**   
Lyles Utility Company  
Bradley E. Zeimet, Senior Vice President

**APPROVED BY:**

**BY:** \_\_\_\_\_  
Rosamond Community Services District  
Byron Glennan, President, Board of Directors

**RECOMMENDED BY:**

**BY:** \_\_\_\_\_  
Rosamond Community Services District  
Kim Domingo, General Manager

# Field Operations Report Sewer – November 6, 2024

| FID  | MH From | MH To | LENGTH | Date_clean | CLEAN_NOTE  |
|------|---------|-------|--------|------------|---|
| 1125 | 971     | 999   | 260.52 | 11/04/24   | Clear   |
| 425  | 967     | 993   | 302.76 | 11/04/24   | Clear   |
| 426  | 996     | 992   | 298.61 | 11/04/24   | Clear   |
| 427  | 992     | 991   | 307.55 | 11/04/24   | Clear   |
| 428  | 993     | 996   | 302.04 | 11/04/24   | Clear   |
| 430  | 1100    | 1114  | 317.90 | 11/04/24   | Clear   |
| 431  | 1112    | 1097  | 322.95 | 11/04/24   | Clear   |
| 432  | 1114    | 1113  | 298.78 | 11/04/24   | Clear   |
| 433  | 1113    | 1112  | 299.71 | 11/04/24   | Clear   |
| 831  | 974     | 1000  | 358.51 | 11/04/24   | Clear   |
| 832  | 1000    | 971   | 260.10 | 11/04/24   | Clear   |
| 1349 | 1350    | 1349  | 193.87 | 10/30/24   | Light debris  |
| 1351 | 1351    | 3150  | 297.20 | 10/30/24   | Clear   |
| 1353 | 1352    | 1351  | 349.60 | 10/30/24   | Clear   |
| 1355 | 1353    | 1352  | 282.00 | 10/30/24   | Clear   |
| 1357 | 1354    | 1353  | 160.00 | 10/30/24   | Clear   |
| 1359 | 1355    | 1353  | 207.00 | 10/30/24   | Clear   |
| 1363 | 1394    | 1356  | 345.74 | 10/30/24   | Clear   |
| 1365 | 1356    | 1357  | 360.00 | 10/30/24   | Clear   |
| 1367 | 1357    | 1358  | 350.00 | 10/30/24   | Clear   |
| 1369 | 1350    | 1358  | 274.00 | 10/30/24   | Light debris  |
| 1371 | 1359    | 1350  | 163.00 | 10/30/24   | Light debris  |
| 1373 | 1360    | 1352  | 160.00 | 10/30/24   | Clear   |
| 1375 | 1361    | 1351  | 160.00 | 10/30/24   | Clear   |
| 1251 | 665     | 1321  | 303.20 | 10/28/24   | Prev clean 09/25/24; Replaced broken li<br>10/28/24 |
| 1319 | 1335    | 1334  | 156.86 | 10/28/24   | Clear   |
| 1321 | 1336    | 1335  | 185.35 | 10/28/24   | Clear   |
| 1329 | 1340    | 1336  | 364.93 | 10/28/24   | Clear   |
| 1331 | 1341    | 1340  | 178.62 | 10/28/24   | Clear   |
| 1333 | 1342    | 1341  | 260.80 | 10/28/24   | Clear   |
| 1335 | 1343    | 1339  | 324.15 | 10/28/24   | MH 1339 had light debris in channel                 |
| 1337 | 1344    | 1339  | 201.53 | 10/28/24   | Clear   |
| 1339 | 1345    | 1344  | 315.00 | 10/28/24   | Clear   |

|      |             |             |               |          |       |
|------|-------------|-------------|---------------|----------|-------|
| 1341 | <b>1346</b> | <b>1345</b> | <b>305.00</b> | 10/28/24 | Clear |
| 1343 | <b>1347</b> | <b>1341</b> | <b>278.59</b> | 10/28/24 | Clear |
| 1345 | <b>1348</b> | <b>1342</b> | <b>299.04</b> | 10/28/24 | Clear |
| 1404 | <b>1395</b> | <b>1342</b> | <b>115.60</b> | 10/28/24 | Clear |
| 1377 | <b>1362</b> | <b>1363</b> | <b>55.10</b>  | 10/24/24 | Clear |
| 1379 | <b>1363</b> | <b>1364</b> | <b>169.52</b> | 10/24/24 | Clear |
| 1381 | <b>1365</b> | <b>1364</b> | <b>383.00</b> | 10/24/24 | Clear |
| 1383 | <b>1366</b> | <b>1365</b> | <b>387.00</b> | 10/24/24 | Clear |
| 1385 | <b>1367</b> | <b>1366</b> | <b>310.00</b> | 10/24/24 | Clear |
| 1387 | <b>1367</b> | <b>1368</b> | <b>385.00</b> | 10/24/24 | Clear |
| 1389 | <b>1368</b> | <b>1369</b> | <b>385.00</b> | 10/24/24 | Clear |
| 1391 | <b>1369</b> | <b>1364</b> | <b>310.00</b> | 10/24/24 | Clear |

Sewer Report: 12,300 feet cleaned Period 11/6

1. Calls from customers – None this period
2. Sewer Camera footage – 300 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 - 59
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 – November 6, 2024

| <b>ADDRESS</b>                 | <b>Date</b> |
|--------------------------------|-------------|
| 2418 Barvarian                 | 10/23/2024  |
| 2108 Windharp                  | 10/23/2024  |
| 3903 Paloma                    | 10/24/2024  |
| 3367 Desert Cloud              | 10/27/2024  |
| 3648<br>Gainsborough           | 10/28/2024  |
| 2020 Windflow                  | 10/28/2024  |
| 2016 Windflow                  | 10/28/2024  |
| Lyles Construction Trakell Hit | 10/29/2024  |
| 2061 Natalie Dr.               | 10/30/2024  |
| 2547 Travertine                | 10/31/2024  |
| 3407 Garnett                   | 10/31/2024  |
| 2930 Trakell                   | 11/4/2024   |
| 3507 San Jacinto               | 11/4/2024   |
| 3319 Whisper<br>Sands          | 11/4/2024   |

**Number of Leaks Repaired: 14**



1. WORK ORDERS - 68
2. METER READING – 11/12
3. LOCK OFFS – 11/5
4. DOOR TAGS – 11/13
5. USA DIG ALERTS - 24
6. FLUSHING - NA
7. GRAFFITI – 4 LOCATIONS
8. ASPHALT HOT PATCHING – 2 LOCATIONS
9. MAINLINE BREAKS - NA

## 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 and have passed hydrostatic tests.
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 and are nearing completion. They will begin asphalt patching next week.
8. The County has contracted Spohn Ranch to build the new community skatepark.



Public Works dept replacing service lines on garnet ave. We have been focusing on installing new lines at problem locations on this street.





Victaulic coupling gaskets being repaired and replaced at Tank 5.





Inlet pipe at tank 5 before new gaskets were installed.





New water infrastructure installed by Tejon Construction for the next tract development by Hillview Homes.



With the repairs made at Tank 5 we are now storing extra water and currently have 1 million gallons stored.