

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

9:00 AM Finance Committee Meeting  
Tuesday March 21, 2023  
District Conference Room  
3179 35<sup>th</sup> Street West  
Rosamond, CA 93560

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

**Minutes**

**CALL TO ORDER**

The meeting was called to order at 9:01 AM by President Glennan.

**ROLL CALL**

President Byron Glennan            Present  
Director Rick Webb                Present

General Manager (GM) Kim Domingo            Present  
Board Secretary/Dir. of Administration            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 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 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. WWTP Project Financial Status (Presenter General Manager Kim Domingo)**

Gm Domingo provided an update of the Wastewater Treatment Plant finances. GM Domingo wants to make sure the Board has all information needed to be informed, in order to ensure their fiduciary responsibility to the public. A review of the finances of the project's overall costs versus commitments was discussed. An analysis was done on the initial contract

amount, with a review of change orders to determine if the District change order costs are within industry standards. Typical change order costs run 3-7% of the initial contract amount and the analysis revealed the District is within industry standards at 4.78%.

President Glennan expressed concern about the project management. Generally speaking, the project manager, Kennedy Jenks, have done a good job. The District possibly could have saved \$500k but did not have the expert oversight needed for this project.

Contract issues with Kennedy Jenks were discussed. GM Domingo informed the Committee that he is looking at bringing a Management Analyst position on board to perform house functions that are missing and needed.

GM Domingo will have the next change order information presented at the April 12th Regular Board meeting.

**D 2. Fees Related to new Water and Sewer Service Connections  
(Presenter General Manager Kim Domingo)**

GM Domingo informed the Committee that the \$13,000 water acquisition fee and the \$13,000 connection fee need to be formally adopted by the Board. GM Domingo suggested the District finish the study that was started to ensure these fees make sense.

**D 3. Discontinuance of Residential Water Service for Failure to Pay Bills – Delinquent Payment Fees. (Presenter Sherri Timm)**

Clarification of the District's existing Water Disconnection Policy fees is needed. District Counsel was consulted to review fees to determine if they are SB998 compliant. At this time, Counsel response has not been received. Item will be placed on the agenda at the next Finance Committee Meeting.

**ADJOURNMENT**

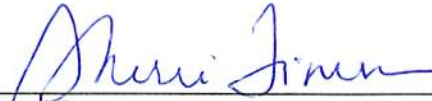
A motion to adjourn the meeting at 10:02 AM was made by Director Webb and seconded by President Glennan. Motion passed, all ayes.

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

Respectfully Submitted:



Rosamond Community Services District  
Board of Directors



Board Secretary