

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

6PM Closed Session
7PM Regular Board Meeting
Tuesday, March 15, 2016
District Board Room
3179 35th Street West
Rosamond, CA 93560

Agenda

CALL TO ORDER

ROLL CALL

President Alfred Wallis
Vice President Olaf Landsgaard
Director Dennis Shingledecker
Director Byron Glennan
Director Ed MacKay

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

BOARD SECRETARY

This portion of the agenda allows an individual the opportunity to address the Board on any item NOT ON THE AGENDA regarding District business. State law prohibits the District from taking any action on any items not on the agenda, unless authorized under §54954.2(b) of the Government Code, and your matter may be referred to the General Manager. An individual may also address the Board on any agenda item at the time the matter is discussed, and prior to Board consideration or action. Speakers will be limited to five (5) minutes. Your time will start when you approach the podium, and you will be given a 30 second warning before your time expires. If you choose to ask a question during this time, any response by the Board will not extend your time. Questions may be referred to the General Manager to be answered at a later time after the meeting. In order to allow for a smooth and orderly meeting, and allow each speaker the ability to address the Board, disruptions from the audience will not be tolerated and you could be asked to leave. We appreciate your cooperation in this democratic process.

PUBLIC COMMENTS

6:00 P.M. CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code section 54956.9(a),
each of the cases shown on Exhibit A

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

7:00 P.M. OPEN SESSION

BOARD SECRETARY

This portion of the agenda allows an individual the opportunity to address the Board on any item NOT ON THE AGENDA regarding District business. State law prohibits the District from taking any action on any items not on the agenda, unless authorized under §54954.2(b) of the Government Code, and your matter may be referred to the General Manager. An individual may also address the Board on any agenda item at the time the matter is discussed, and prior to Board consideration or action. Speakers will be limited to five (5) minutes. Your time will start when you approach the podium, and you will be given a 30 second warning before your time expires. If you choose to ask a question during this time, any response by the Board will not extend your time. Questions may be referred to the General Manager to be answered at a later time after the meeting. In order to allow for a smooth and orderly meeting, and allow each speaker the ability to address the Board, disruptions from the audience will not be tolerated and you could be asked to leave. We appreciate your cooperation in this democratic process.

PUBLIC COMMENTS

MINUTES

- M 1. Approve March 1, 2016, Regular Board Meeting Minutes

CONSENT CALENDAR

- CC 1. Approve Check/Voucher Register 2/23/2016 - 03/08/2016

NEW BUSINESS

- NB 1. Nominate a Board of Director or the General Manager to the CSDA Board of Directors, Seat B for the 2017-2019 term. (Presenter: Ronald Smith, General Manager)
- NB 2. Discussion and direction regarding the Rate Study. (Presenter: Ronald Smith, General Manager)
- NB 3. Discussion regarding pool programs and fees. (Presenter: Ronald Smith, General Manager)

Public Hearing

PH 1. Introduce **Ordinance No. 2016-1**, an ordinance of the Rosamond Community Services District adjusting compensation for members of the Board of Directors. (Presenter: Ronald Smith, General Manager)

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

GENERAL COUNSEL UPDATE

Allison Burns, Esq.

GENERAL MANAGER UPDATE

Ronald Smith

ASSISTANT GENERAL MANAGER UPDATE

John Houghton

DIRECTOR OF FINANCE UPDATE

Brad Rockabrand, CPA

DIRECTOR OF PUBLIC WORKS UPDATE

Brach Smith

DIRECTOR OF ADMINISTRATION/BOARD SECRETARY UPDATE

Lizette Guerrero, CMC

ADJOURNMENT

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/Assistant at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary/Assistant by telephone at (661) 256-5808, Email: lguerrero@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary/Assistant; 3179 35th Street West, Rosamond, CA 93560.

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

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

6PM Closed Session
7PM Regular Board Meeting
Tuesday, March 1, 2016
District Board Room
3179 35th Street West
Rosamond, CA 93560

MINUTES

President Wallis called the meeting to order at 6:00 pm.

ROLL CALL

President Alfred Wallis
Vice President Olaf Landsgaard
Director Dennis Shingledecker
Director Byron Glennan
Director Ed MacKay

PLEDGE OF ALLEGIANCE

APPROVAL OF THE AGENDA

Without objection, the agenda was approved by consensus.

BOARD SECRETARY

This portion of the agenda allows an individual the opportunity to address the Board on any item NOT ON THE AGENDA regarding District business. State law prohibits the District from taking any action on any items not on the agenda, unless authorized under §54954.2(b) of the Government Code, and your matter may be referred to the General Manager. An individual may also address the Board on any agenda item at the time the matter is discussed, and prior to Board consideration or action. Speakers will be limited to five (5) minutes. Your time will start when you approach the podium, and you will be given a 30 second warning before your time expires. If you choose to ask a question during this time, any response by the Board will not extend your time. Questions may be referred to the General Manager to be answered at a later time after the meeting. In order to allow for a smooth and orderly meeting, and allow each speaker the ability to address the Board, disruptions from the audience will not be tolerated and you could be asked to leave. We appreciate your cooperation in this democratic process.

PUBLIC COMMENTS

None

6:00 P.M. CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation
Pursuant to Government Code section 54956.9(a),
each of the cases shown on Exhibit A

President Wallis adjourned the meeting to closed session for the item listed on the agenda at 6:02 pm.

The Board came out of closed session at 6:10 pm.

PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION

No reportable action taken.

President Wallis recessed the meeting to 7:00 pm.

7:00 P.M. OPEN SESSION

BOARD SECRETARY

This portion of the agenda allows an individual the opportunity to address the Board on any item NOT ON THE AGENDA regarding District business. State law prohibits the District from taking any action on any items not on the agenda, unless authorized under §54954.2(b) of the Government Code, and your matter may be referred to the General Manager. An individual may also address the Board on any agenda item at the time the matter is discussed, and prior to Board consideration or action. Speakers will be limited to five (5) minutes. Your time will start when you approach the podium, and you will be given a 30 second warning before your time expires. If you choose to ask a question during this time, any response by the Board will not extend your time. Questions may be referred to the General Manager to be answered at a later time after the meeting. In order to allow for a smooth and orderly meeting, and allow each speaker the ability to address the Board, disruptions from the audience will not be tolerated and you could be asked to leave. We appreciate your cooperation in this democratic process.

PUBLIC COMMENTS

Public comments made.

MINUTES

M 1. Approve February 2, 2016, Regular Board Meeting Minutes

M 2. Approve February 4, 2016, Special Board Meeting Minutes

M 3. Approve February 16, 2016, Special Board Meeting Minutes

Motion made by Vice-President Landsgaard, Seconded by Director Shingledecker to approve the minutes. Motion passed with 5 ayes.

CONSENT CALENDAR

CC 1. Treasurer’s Report – 2nd Quarter 2015

CC 2. Approve Check/Voucher Register 1/26/2016 - 02/22/2016

CC 3. Approve contract with State Painting regarding the sandblasting and recoating of Tank 4.

Motion made by Director MacKay, Seconded by Director Shingledecker to approve the items on the Consent Calendar. Motion passed with 5 ayes.

NEW BUSINESS

NB 1. Amend Administrative Handbook

1. Adopt **Resolution 2016-4**, adopting a Travel Expense Policy for Directors and Employees in the District’s Administrative Handbook. (Presenter: Ronald Smith)

Motion made by Vice-President Landsgaard, Seconded by Director MacKay to adopt Resolution 2016-4. Motion passed based on the following Roll Call Vote:

Vice-President Landsgaard	<u>aye</u>	Director Shingledecker	<u>aye</u>
Director Glennan	<u>aye</u>	Director MacKay	<u>aye</u>
President Wallis	<u>aye</u>		

NB 2. Assessment District 1990-2, 2014-2015 Delinquent Special Assessment Removals

1. Adopt **Resolution 2016-5**, authorizing and ordering judicial foreclosure of current and past delinquent Special Assessments in said District pursuant to the Improvement Bond Act of 1915 and taking certain actions in connection therewith. (Presenter: Shirley Smith)

Motion made by Director Shingledecker, Seconded by Director MacKay to adopt Resolution 2016-5. Motion passed based on the following Roll Call Vote:

Vice-President Landsgaard	<u>aye</u>	Director Shingledecker	<u>aye</u>
Director Glennan	<u>aye</u>	Director MacKay	<u>aye</u>
President Wallis	<u>aye</u>		

NB 3. Discussion and action to change the number of paid meetings per month for Directors.

Discussion held.

Motion made by President Wallis, Seconded by Vice-President Landsgaard to change the number of paid meetings to 4 per month. Motion failed with Directors Glennan, MacKay, and Shingledecker voting no.

Direction was provided to staff.

NB 4. Authorize and assign Directors to conferences and meetings.

**Motion made by Vice-President Landsgaard, Seconded by Director Shingledecker to authorize and assign Directors to conferences and meetings.
Motion passed with 4 ayes and 1 nay (Glennan).**

GENERAL COUNSEL UPDATE

Allison Burns, Esq.- **Update provided**

GENERAL MANAGER UPDATE

Ronald Smith- **Update provided**

ASSISTANT GENERAL MANAGER UPDATE

John Houghton- **none**

DIRECTOR OF PUBLIC WORKS UPDATE

Brach Smith- **Update provided**

DIRECTOR OF ADMINISTRATION/BOARD SECRETARY UPDATE

Lizette Guerrero, CMC- **none**

DIRECTOR REPORTS/COMMENTS/FUTURE AGENDA ITEMS

Comments made by Director's MacKay and Landsgaard.

ADJOURNMENT - Without objection, the meeting was adjourned at 7:51 pm.

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/Assistant at least 48 hours in advance of the meeting to ensure availability of the requested service or accommodation. Please contact the Board Secretary/Assistant by telephone at (661) 256-5808, Email: lguerrero@rosamondcsd.com or in writing at the Rosamond Community Services District, Attn: Board Secretary/Assistant; 3179 35th Street West, Rosamond, CA 93560.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is

distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at [3179 35th Street West, Rosamond, CA 93560](#). In addition, any such writing may also be posted on the District's web site.

*Rosamond Community Services District
Regular Board Meeting – Minutes
Tuesday, March 1, 2016*


Respectfully submitted:

President, Board of Directors
Rosamond Community Services District

Board Secretary

STAFF REPORT

Rosamond Community Services District

DATE: March 15, 2016
TO: Board of Directors
FROM: Brad Rockabrand, Director of Finance
Prepared by: Julie Lopez-Olmos, Senior Accounting Specialist 
SUBJECT: Review of the check/voucher register dated February 23, 2016 through March 8, 2016; Payroll (Direct Deposits) dated February 24, 2016

RECOMMENDATION:

By motion, receive and file.

EXECUTIVE SUMMARY:

The District's check/voucher register includes all disbursement transactions, actual checks as well as electronic, for the periods referenced above. Total disbursements were \$146,945.17 as follows:

Checks issued to vendors	\$109,624.84
Payroll direct deposits	<u>37,320.33</u>
Total	<u>\$146,945.17</u>

Significant disbursements included the following payments:

- \$31,223.97 was paid to ACWA/JPIA on March 3, 2016 for employee insurance
- \$8,767.94 was paid to CalPERS on March 3, 2016 for required contributions
 - \$5,811.06 (Employer portion)
 - \$2,956.88 (Employee portion)
- \$2,946.32 was remitted to the Employment Development Department on March 3, 2016
 - \$ 836.20 (Employer portion)
 - \$2,110.12 (Employee portion)

- \$12,722.50 was remitted to the Internal Revenue Service on March 3, 2016
 - \$4,184.43 (Employer portion)
 - \$8,538.07 (Employee portion)
- \$20,395.00 was paid to Vavrinek, Trine, Day & Co., LLP. on March 3, 2016 for January 2016 accounting services

DISCUSSION/ANALYSIS:

The check/voucher register dated February 23, 2016 through March 8, 2016, includes check numbers 52898 through 52929 and 52959 (Attachment 1).

Payroll (Direct deposit) numbered 21288 through 21307 were issued on February 24, 2016 in the amount of \$37,320.33 (Attachment 2).

FISCAL IMPACT:

Not applicable

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICATION:

Not applicable

ATTACHMENTS:

Attachment 1 – Check/voucher register dated February 23, 2016 through March 8, 2016

Attachment 2 – Payroll (Direct Deposits) dated February 24, 2016

Attachment 3 – Wells Fargo Business Card ending in 2231

Rosamond Community Services District
 Check/Voucher Register -
 10101 - General Checking - Wells Fargo
 From 2/23/2016 Through 3/7/2016

Date	Check No.	Vendor Name	Description	Amount	Total
3/3/2016	52898	A-1 KLEAN RITE	PW: JANITORIAL CLEANING	150.00	700.00
3/3/2016		A-1 KLEAN RITE	OFFICE: JANITORIAL CLEANING	550.00	700.00
3/3/2016	52899	ACWA/JPIA	EMPLOYEE INSURANCE	31,223.97	31,223.97
3/3/2016	52900	AFLAC INSURANCE	SUPPLEMENTAL EMPLOYEE INSURANCE	1,530.18	1,530.18
3/3/2016	52901	ANTELECOM, INC.	ADMIN OFFICE: 4G WIRELESS	300.00	369.95
3/3/2016		ANTELECOM, INC.	STP: 4G WIRELESS & ROUTER RENTAL	69.95	369.95
3/3/2016	52902	AT&T MOBILITY	CELL PHONES & IPAD INTERNET CHARGES	883.05	883.05
3/3/2016	52903	AT&T	STP	58.55	135.49
3/3/2016		AT&T	SCADA	37.23	135.49
3/3/2016		AT&T	COMMUNITY CTR	20.44	135.49
3/3/2016		AT&T	TANK# 4	19.27	135.49
3/3/2016	52904	AUTOZONE	#24 WIPER BLADES	28.72	28.72
3/3/2016	52905	AV WATER MANAGEMENT	BACKFLOW TEST AND CERTIFICATION	300.00	300.00
3/3/2016	52906	BOOT BARN, INC.	ANNUAL BOOTS: J. SIDES	125.34	125.34
3/3/2016	52907	CALIFORNIA PUBLIC EMPLOYEE'S RETIREMENT SYSTEM	PAYROLL REMITTANCE	8,767.94	8,767.94
3/3/2016	52908	CALPERS SUPPLEMENTAL INCOME 457 PLAN	PERS 457	1,759.61	1,759.61
3/3/2016	52909	CHEVRON AND TEXACO UNIVERSAL CARD	GAS FOR DISTRICT VEHICLES	1,890.43	1,890.43
3/3/2016	52910	CLINICAL LABORATORY OF SAN BERNARDINO, INC.	SYSTEM TESTS	166.00	1,438.00
3/3/2016		CLINICAL LABORATORY OF SAN BERNARDINO, INC.	SYSTEM TESTS	1,272.00	1,438.00
3/3/2016	52911	CONTRABAND CONTROL SPECIALISTS	D&A FIELD COLLECTION SERVICE @ RCSD OFFICE	295.55	295.55
3/3/2016	52912	CUJI	ANNUAL MAINTENANCE AND TECHNICAL SUPPORT 03/31/16 - 03/31/17	9,130.00	9,130.00
3/3/2016	52913	DESERT HAVEN ENTERPRISES, INC.	WESTPARK SIDE WALK	2,585.42	2,585.42
3/3/2016	52914	DIGITECH	SERVICE CALL	85.00	365.00
3/3/2016		DIGITECH	SERVICE CALL, RELOCATE GATE CONTROLS & 70' CAT 5 DATA CABLE	280.00	365.00
3/3/2016	52915	EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE DISABILITY INSURANCE	492.29	2,946.32
3/3/2016		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE INCOME TAX	1,617.83	2,946.32
3/3/2016		EMPLOYMENT DEVELOPMENT DEPARTMENT	STATE UNEMPLOYMENT TAX	836.20	2,946.32
3/3/2016	52916	FEDERAL EXPRESS	COLLECTION ACCTS, CHROMIUM LETTER, MEETING MINUTES	31.68	39.75
3/3/2016		FEDERAL EXPRESS	COLLECTION ACCOUNTS	8.07	39.75
3/3/2016	52917	GEI CONSULTANTS, INC.	URBAN WATER MGMT PLAN UPD	2,575.00	2,575.00
3/3/2016	52918	GREATAMERICA FINANCIAL SERVICES	KYOCERA COPIER LEASE AGREEMENTS	392.55	392.55
3/3/2016	52919	INTERFACE SECURITY SYSTEMS LLC	QUARTERLY FIRE ALARM MONITORING 02/22/16 - 05/21/16	225.72	225.72
3/3/2016	52920	O'DONNELL HEATING & AIR INC.	SERVICE CALL & REPAIR CONFERENCE ROOM HEATER	200.00	200.00
3/3/2016	52921	OFFICE DEPOT	CALCULATOR, POST-IT-NOTES, LETTER OPENER, ETC.	159.08	285.92
3/3/2016		OFFICE DEPOT	9X12X2 ENVELOPES	126.84	285.92
3/3/2016	52922	RAIN FOR RENT	SUPPLIES	657.20	657.20
3/3/2016	52923	SANI-STAR	FEBRUARY 2016	200.00	200.00

Rosamond Community Services District
 Check/Voucher Register -
 10101 - General Checking - Wells Fargo
 From 2/23/2016 Through 3/7/2016

Date	Check No.	Vendor Name	Description	Amount	Total
3/3/2016	52924	SOUTHERN CALIF. EDISON	SEWER	6,864.02	6,864.02
3/3/2016	52925	THE GAS COMPANY	UNIT B	113.53	189.03
3/3/2016		THE GAS COMPANY	UNIT A	75.50	189.03
3/3/2016	52926	THE GAS COMPANY	875 PATTERSON RD	284.94	284.94
3/3/2016	52927	THE GAS COMPANY	2645 DIAMOND ST	96.45	96.45
3/3/2016	52928	VAVRINEK, TRINE, DAY & CO., LLP	JANUARY 2016 ACCOUNTING SEVICES	20,395.00	20,395.00
3/3/2016	52929	WELLS FARGO BUSINESS CARD	2231 (ATTACHMENT 3)	21.99	21.99
3/3/2016	52959	INTERNAL REVENUE SERVICE	FEDERAL INCOME TAX	4,353.44	12,722.30
3/3/2016		INTERNAL REVENUE SERVICE	MEDICARE	1,586.26	12,722.30
3/3/2016		INTERNAL REVENUE SERVICE	SOCIAL SECURITY	<u>6,782.60</u>	12,722.30
Report Total				<u>109,624.84</u>	

PAYROLL 02/24/2016

<u>Document Date</u>	<u>Document Number</u>	<u>Amount</u>
2/24/2016	21288	1,567.58
2/24/2016	21289	3,240.13
2/24/2016	21290	1,280.11
2/24/2016	21291	1,645.12
2/24/2016	21292	2,536.25
2/24/2016	21293	2,821.22
2/24/2016	21294	1,278.46
2/24/2016	21295	1,001.30
2/24/2016	21296	2,922.54
2/24/2016	21297	2,016.96
2/24/2016	21298	2,673.84
2/24/2016	21299	1,108.28
2/24/2016	21300	1,543.33
2/24/2016	21301	1,757.82
2/24/2016	21302	1,948.92
2/24/2016	21303	3,533.34
2/24/2016	21304	1,187.73
2/24/2016	21305	1,119.29
2/24/2016	21306	831.32
2/24/2016	21307	<u>1,306.79</u>

Total Direct Deposit 37,320.33

Total Checks Issued 0.00

TOTAL 37,320.33

Rosamond Community Services District
Summary Check/Transaction Register
From 2/22/2016 Through 2/24/2016

Document Date	Document Number	Type of Payment	Amount
2/24/2016	21288	Check	1,567.58
2/24/2016	21289	Check	3,240.13
2/24/2016	21290	Check	1,280.11
2/24/2016	21291	Check	1,645.12
2/24/2016	21292	Check	2,536.25
2/24/2016	21293	Check	2,821.22
2/24/2016	21294	Check	1,278.46
2/24/2016	21295	Check	1,001.30
2/24/2016	21296	Check	2,922.54
2/24/2016	21297	Check	2,016.96
2/24/2016	21298	Check	2,673.84
2/24/2016	21299	Check	1,108.28
2/24/2016	21300	Check	1,543.33
2/24/2016	21301	Check	1,757.82
2/24/2016	21302	Check	1,948.92
2/24/2016	21303	Check	3,533.34
2/24/2016	21304	Check	1,187.73
2/24/2016	21305	Check	1,119.29
2/24/2016	21306	Check	831.32
2/24/2016	21307	Check	<u>1,306.79</u>
Report Total			<u>37,320.33</u>



WELLS FARGO® BUSINESS CARD



Prepared For	ROSAMOND CSD
Account Number	2231
Statement Closing Date	02/12/16
Days in Billing Cycle	29
Next Statement Date	03/14/16

For 24-Hour Customer Service Call:
800-225-5935

Inquiries or Questions:
WF Business Direct PO Box 29482
Phoenix, AZ 85038-8650

Credit Line	\$10,000
Available Credit	\$9,978

Payments:
Payment Remittance Center PO Box 6426
Carol Stream, IL 60197-6426

Payment Information

New Balance	\$21.99
Current Payment Due	\$21.99
Current Payment Due Date	03/04/16

If you wish to pay off your balance in full: The balance noted on your statement is not the payoff amount. Please call 800-225-5935 for payoff information.

Account Summary

Previous Balance		\$29.78
Credits	-	\$0.00
Payments	-	\$29.78
Purchases & Other Charges	+	\$21.99
Cash Advances	+	\$0.00
Finance Charges	+	\$0.00
New Balance	=	\$21.99

Rate Information

Your rate may vary according to the terms of your agreement.

TYPE OF BALANCE	ANNUAL INTEREST RATE	DAILY FINANCE CHARGE RATE	AVERAGE DAILY BALANCE	PERIODIC FINANCE CHARGES	TRANSACTION FINANCE CHARGES	TOTAL FINANCE CHARGES
PURCHASES	15.490%	.04243%	\$0.00	\$0.00	\$0.00	\$0.00
CASH ADVANCES	24.240%	.06641%	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL				\$0.00	\$0.00	\$0.00

Important Information

TOTAL *FINANCE CHARGE* BILLED IN 2015 \$14.44
TOTAL *FINANCE CHARGE* PAID IN 2015 \$14.44

See reverse side for important information.



Transaction Details

<i>Trans</i>	<i>Post</i>	<i>Reference Number</i>	<i>Description</i>	<i>Credits</i>	<i>Charges</i>
01/27	01/27	2469216DQ00EDKA2G	POWER CENTER CAR WASH 661-942-5777 CA		21.99
01/31	01/31	7485620DF24XE63ZE	PAYMENT THANK YOU	29.78	

Wells Fargo News

What can Messages and Alerts do for your business?

Wells Fargo Business Online® can deliver timely updates on your business credit card account via email or text. Alerts allow you to control and receive only the messages that are important to you. Sign up for Alerts during your Wells Fargo Online session by going to the Messages and Alerts tab.



**California Special
Districts Association**
Districts Stronger Together

DATE: February 19, 2016

TO: CSDA Voting Member Presidents and General Managers

FROM: CSDA Elections and Bylaws Committee

**SUBJECT: CSDA BOARD OF DIRECTORS CALL FOR NOMINATIONS
SEAT B**

The Elections and Bylaws Committee is looking for Independent Special District Board Members or their General Managers who are interested in leading the direction of the California Special Districts Association for the 2017 - 2019 term.

The leadership of CSDA is elected from its six geographical networks. Each of the six networks has three seats on the Board with staggered 3-year terms. Candidates must be affiliated with an independent special district that is a CSDA Regular member located within the geographic network that they seek to represent. (See attached Network Map)

The CSDA Board of Directors is the governing body responsible for all policy decisions related to CSDA's member services, legislative advocacy, education and resources. The Board of Directors is crucial to the operation of the Association and to the representation of the common interests of all California's special districts before the Legislature and the State Administration. Serving on the Board requires one's interest in the issues confronting special districts statewide.

Commitment and Expectations:

- Attend all Board meetings, held every other month at the CSDA office in Sacramento.
- Participate on at least one committee, meets 3-5 times a year at the CSDA office in Sacramento.
(CSDA reimburses Directors for their related expenses for Board and committee meetings as outlined in Board policy).
- Attend CSDA's two annual events: Special Districts Legislative Days (held in the spring) and the CSDA Annual Conference (held in the fall).
- **Complete all four modules of CSDA's Special District Leadership Academy within 2 years.**
(CSDA does not reimburse for expenses for the two conferences or the Academy classes even if a Board or committee meeting is held in conjunction with the events).

Nomination Procedures: Any Regular Member is eligible to nominate one person, a board member or managerial employee (as defined by that district's Board of Directors), for election to the CSDA Board of Directors. **A copy of the member district's resolution or minute action and Candidate Information Sheet must accompany the nomination. The deadline for receiving nominations is May 20, 2016.** Nominations and supporting documentation may be mailed or faxed.

Nominees will receive a Candidate's Packet in the mail. The packet will include campaign guidelines.

CSDA will mail ballots on June 3rd. The ballots must be received by CSDA no later than 5:00 p.m. August 5, 2016. The successful candidates will be notified no later than August 8th. All selected Board Members will be introduced at the Annual Conference in San Diego, CA in October.

Expiring Terms

(See enclosed map for regional breakdown)

Northern Network	Seat B Greg Orsini, McKinleyville Community Services District*
Sierra Network	Seat B Ginger Root, Country Club Sanitary District*
Bay Area Network	Seat B Sherry Sterrett, Pleasant Hill Recreation & Park District
Central Network	Seat B Tim Ruiz, East Niles Community Services District*
Coastal Network	Seat B N/A
Southern Network	Seat B Bill Nelson, Orange County Cemetery District*
	Seat B Kathy Tiegs, Cucamonga Valley Water District

(* = Incumbent is running for re-election)

If you have any questions, please contact Charlotte Lowe at 877-924-CSDA or charlottel@csla.net.



**California Special
Districts Association**
Districts Stronger Together

2016 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: _____

District/Company: _____

Title: _____

Elected/Appointed/Staff: _____

Length of Service with District: _____

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

4. List civic organization involvement:

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after June 2, 2016 will not be included with the ballot.**



**California Special
Districts Association**
Districts Stronger Together

2016 BOARD OF DIRECTORS NOMINATION FORM

Name of Candidate: _____

District: _____

Mailing Address: _____

Network: _____ (see map on back)

Telephone: _____

(PLEASE BE SURE THE PHONE NUMBER IS ONE WHERE WE CAN REACH THE CANDIDATE)

Fax: _____

E-mail: _____

Nominated by (optional): _____

Return this form and a Board resolution/minute action supporting the candidate
and Candidate Information Sheet by fax or mail to:

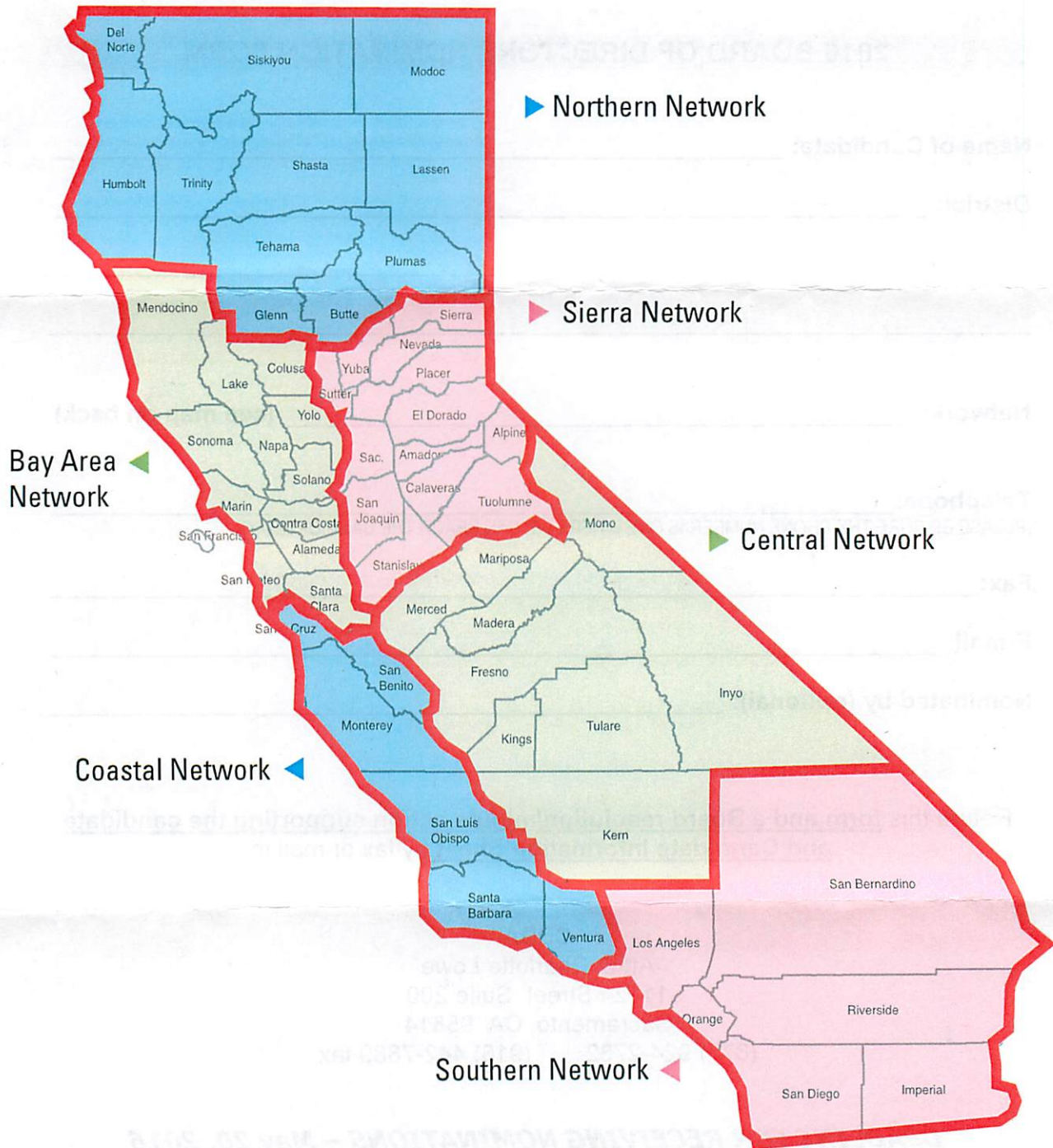
CSDA
Attn: Charlotte Lowe
1112 I Street, Suite 200
Sacramento, CA 95814
(877) 924-2732 (916) 442-7889 fax

DEADLINE FOR RECEIVING NOMINATIONS – May 20, 2016



California Special Districts Association

DISTRICT NETWORKS



STAFF REPORT

Rosamond Community Services District

DATE: March 15, 2016
TO: Board of Directors
FROM: Ron Smith, General Manager
SUBJECT: Rate Study

RECOMMENDATION:

Discuss proposed utility rates for water and sewer services and authorize staff to move forward with proposed rates.

EXECUTIVE SUMMARY:

The Rosamond Community Services District has commissioned a utility rate study to be performed by engineering firm GEI. The purpose of this rate study was to perform an analysis of the District's existing water and sewer costs to determine appropriate increases in the rate structure in order to fund future operations.

GEI reviewed the current and future funding requirements of the District's enterprise systems, including capital needs. The study developed a five (5) year financial projection estimating revenues, expenses and fund reserves and recommends both a base fee and a usage fee for the water and sewer systems.

DISCUSSION/ANALYSIS:

RCSD had a rate study performed in 2009, with new rates becoming effective October 1, 2009 and increasing over the five year period ending October 1, 2013. As of today, the October 1, 2013 rates are still in effect. As part of prudent fiscal policy, a rate study should be performed every five years. In addition, because RCSD is under the State's Arsenic Mandate, the rate study holds even more importance in order to ensure the costs incurred by the change in legislation is being accounted for and equitable financed.

WATER

The original GEI rate study determined an increase to the existing water rates, as shown in the Table below.

Service Charge		Proposed Service Charge Base Rates				
Meter Size	Current	2016	2017	2018	2019	2020
5/8"	\$ 20.00	\$51.06	\$52.59	\$54.16	\$55.79	\$57.46
3/4"	\$ 20.68	\$51.06	\$52.59	\$54.16	\$55.79	\$57.46
1"	\$ 31.20	\$69.60	\$71.69	\$73.84	\$76.06	\$78.34
1.5"	\$ 51.16	\$115.55	\$119.02	\$122.59	\$126.27	\$130.06
2"	\$ 82.49	\$170.91	\$176.04	\$181.32	\$186.76	\$192.37
3"	\$ 210.46	\$300.18	\$309.19	\$318.47	\$328.02	\$337.86
4"	\$ 225.09	\$484.54	\$499.08	\$514.05	\$529.47	\$545.35
6"	\$ 247.68	\$945.98	\$974.36	\$1,003.59	\$1,033.70	\$1,064.71

Proposed Commodity Rates (\$/HCF)						
Tier	Current	2016	2017	2018	2019	2020
Tier 15	\$ 2.24	\$ 0.70	\$ 0.75	\$ 0.81	\$ 0.88	\$ 0.95
Tier 30	\$ 2.37	\$ 0.90	\$ 0.98	\$ 1.06	\$ 1.14	\$ 1.23
Tier 50	\$ 2.55	\$ 0.99	\$ 1.07	\$ 1.15	\$ 1.24	\$ 1.34
Tier >50	\$ 2.74	\$ 1.28	\$ 1.38	\$ 1.50	\$ 1.62	\$ 1.74

However, after reviewing the mathematical computations and assumptions used by GEI, RCSD staff proposes the rates below.

Service Charge	Proposed Service Charge Base Rates				
Meter Size	2016	2017	2018	2019	2020
5/8"	\$ 34.89	\$ 35.41	\$ 35.96	\$ 36.50	\$ 37.06
3/4"	\$ 34.89	\$ 35.41	\$ 35.96	\$ 36.50	\$ 37.06
1"	\$ 50.82	\$ 51.58	\$ 52.40	\$ 53.19	\$ 54.02
1.5"	\$ 90.27	\$ 91.66	\$ 93.11	\$ 94.54	\$ 96.03
2"	\$ 137.81	\$ 139.94	\$ 142.17	\$ 144.36	\$ 146.65
3"	\$ 248.82	\$ 252.67	\$ 256.73	\$ 260.69	\$ 264.85
4"	\$ 407.13	\$ 413.44	\$ 420.10	\$ 426.59	\$ 433.41
6"	\$ 803.37	\$ 815.86	\$ 829.01	\$ 841.84	\$ 855.33

Commodity Rate Structure					
Tier	2016	2017	2018	2019	2020
Tier 15	1.23	1.24	1.25	1.36	1.62
Tier 30	1.37	1.41	1.53	1.69	1.88
Tier 50	1.50	1.56	1.68	1.82	1.98
Tier >50	1.90	1.96	2.08	2.22	2.38

Staff analyzed the current operating environment, economy, cash flows and water usage. Water operation costs were broken into three cost types:

1. Fixed, Non Scaling – fixed costs that do not fluctuate (i.e. salaries and wages)
2. Fixed, Scaling – fixed costs that can fluctuate (i.e. repairs and maintenance)
3. Commodity – variable costs that fluctuate depending on the amount of water used

Based on these rates, assuming no other major changes in economy or legislation, RCSD can maintain normal operations.

SEWER

The original GEI rate study determined an increase to the existing sewer rates, as shown in the Table below.

Proposed Sewer Rate Schedule						
Year	Current	2016	2017	2018	2019	2020
Base Rate						
Residential	\$ 39.80	\$ 40.50	\$ 41.25	\$ 42.00	\$ 42.75	\$ 43.50
Commercial I	\$ 39.80	\$ 40.50	\$ 41.25	\$ 42.00	\$ 42.75	\$ 43.50
Commercial II	\$ 39.80	\$ 40.50	\$ 41.25	\$ 42.00	\$ 42.75	\$ 43.50
Commodity Charge (\$/HCF)						
Residential	\$ 0.13	\$ 0.20	\$ 0.22	\$ 0.25	\$ 0.27	\$ 0.30
Commercial I	\$ 0.13	\$ 0.20	\$ 0.22	\$ 0.25	\$ 0.27	\$ 0.30
Commercial II	\$ 0.52	\$ 0.80	\$ 0.89	\$ 0.98	\$ 1.07	\$ 1.16

However, after reviewing the mathematical computations and assumptions used by GEI, RCSD staff proposes the rates below.

Proposed Base Rate Service Charge						
	2015 (Current)	2016	2017	2018	2019	2020
Residential	39.80	41.94	42.73	43.53	44.33	45.14
Commercial I	39.80	41.94	42.73	43.53	44.33	45.14
Commercial II	39.80	41.94	42.73	43.53	44.33	45.14
Commodity Rate Structure						
Tier	2015 (Current)	2016	2017	2018	2019	2020
Residential	0.13	0.13	0.13	0.13	0.13	0.14
Commercial I	0.13	0.13	0.13	0.13	0.13	0.14
Commercial II	0.52	0.52	0.52	0.52	0.52	0.56

FISCAL IMPACT:

The District’s water fund has been operating in a deficit for several years. This proposed increase will eliminate the annual operating deficit and replenish cash reserves to sustain operations.

ENVIRONMENTAL IMPACT:

Not applicable

PRIOR BOARD REVIEW:

Not applicable

COMMISSION/COMMITTEE/BOARD REVIEW AND RECOMMENDATIONS:

Not applicable

NOTIFICIATION:

Not applicable

ATTACHMENTS:

ORDINANCE NO. 2016-1

AN ORDINANCE OF THE ROSAMOND COMMUNITY SERVICES DISTRICT ADJUSTING COMPENSATION FOR MEMBERS OF THE BOARD OF DIRECTORS

WHEREAS, Rosamond Community Services District ("District") is a district duly organized and existing pursuant to the Community Services District Law (Government Code Section 61000, *et seq.*); and

WHEREAS, the District is authorized by California Government Code Section 61047 to adjust compensation provided to the members of the Board of Directors of the District ("Director(s)"); and

WHEREAS, the District last adjusted Director compensation in April 2008 via Ordinance No. 2008-1, which set Director compensation at One Hundred and Forty-Seven Dollars (\$147.00); and

WHEREAS, the District desires to reduce the Director compensation to One Hundred Dollars (\$100) per day of service.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF ROSAMOND COMMUNITY SERVICES DISTRICT HEREBY ORDAINS AS FOLLOWS:

Section 1. Recitals. The Board of Directors of the Rosamond Community Services District ("Board of Directors") finds and determines that the foregoing Recitals are true and correct and incorporates the Recitals herein by reference.

Section 2. Director Compensation. Each Director shall receive compensation in the amount of One Hundred Dollars (\$100.00) for each day that the Director attends one or more "meetings," as that term is defined below. In no event shall a Director receive compensation for more than a total of six (6) days in any calendar month.

Section 3. Meetings. For purposes of determining eligibility for Director compensation, the term "meeting" as used herein is deemed to be a meeting that is reasonably necessary to (i) further the interests of the District, (ii) afford an opportunity for Directors to discuss issues informally with other agencies and leaders in the community, or (iii) achieve a goal of maintaining consistent, effective and open channels of communication with other entities. Meetings generally include, but are not limited to, the following:

- a. Any occurrence that is listed in Government Code Section 53232.1(a);
- b. A regular, special, or emergency meeting of the Board of Directors;
- c. A meeting of a standing, *ad hoc*, or advisory committee of the Board of Directors;
- d. A meeting with the District's General Manager involving the operations of the District;

- e. A meeting with the District's auditors, attorneys, or other consultants involving matters for which the consultants have been retained by the District;
- f. A meeting of a local, state, or federal body with subject matter jurisdiction affecting the operations of the District;
- g. A meeting with a local, state, or federal representative concerning matters involving the operations of the District;
- h. A meeting of organizations with interests or matters involving the functions and operations of the District;
- i. A conference, seminar, or organized educational activity involving matters related to the functions and operations of the District;
- j. All other occurrences for which the Director has obtained prior approval from the Board of Directors to attend or participate on behalf of the District.

Meetings that would not generally be considered for compensation include:

- a. Purely ceremonial events unless such an event takes place in the Director's own division and/or preapproved by the Board of Directors;
- b. Parades, festivals, holiday events and retirement dinners, unless preapproved by the Board of Directors;
- c. Meetings of a partisan political organization.

Section 4. Payment Request. To receive compensation for each day during which the Director attended one or more meetings (“Compensation Day(s)”), a Director shall submit a payment request (“Payment Request”) for the Compensation Days he/she has accrued during the preceding month to the District's General Manager before the first regular meeting of the Board of Directors of the calendar month, at which the Board of Directors shall approve the Payment Request if it determines that the Payment Request is proper pursuant to this Ordinance.

Section 5. Superseding Previous Ordinance. Ordinance 2008-1 and all other previously enacted ordinances providing for Director compensation are hereby superseded by this Ordinance.

Section 6. Relationship to Other Ordinances and Resolutions. All ordinances or resolutions, or parts thereof, that are inconsistent herewith, are hereby repealed only to the extent of their inconsistency; provided, however, that such repeal shall not be construed to revive any ordinance or resolution, or part thereof.

Section 7. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is held for any reason to be invalid or unconstitutional by the

decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The Board of Directors hereby declares that it would have adopted this Ordinance and each section, subsection, sentence, clause, phrase or portion thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, phrases or portions be declared invalid or unconstitutional.

Section 8. California Environmental Quality Act. The Board of Directors finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

Section 9. Publication. The Secretary shall cause this Ordinance to be published and posted pursuant to Government Code Section 36933.

Section 10. Effective Date. This Ordinance shall take effect 30 days after its final passage.

Passed and adopted by the Rosamond Community Services District Board of Directors, at a meeting held on this ___ day of _____, 2016.

President, Board of Directors
Rosamond Community Services
District

ATTEST:

Secretary, Board of Directors
Rosamond Community Services District

