



AGENDA

Please turn off all cell phones while meeting is in progress.

STALLION SPRINGS COMMUNITY SERVICES DISTRICT
27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561

BOARD OF DIRECTORS REGULAR BOARD MEETING
TUESDAY, December 19, 2023 at 6PM

1. **Flag Salute:**
2. **Call to Order:**
3. **Roll Call:**
Directors present:
Directors absent:
4. **Reserved for President's Comments and Addendum.**
5. **PUBLIC PRESENTATIONS** – This portion of the meeting is reserved for persons desiring to address the Board on any matter not on this agenda and over which this Board has jurisdiction. “Please be advised however, the Brown Act prohibits action on items that are not listed on the Agenda, or properly added to the Agenda under the provisions of the Brown Act. The Board may set such items for consideration at some future Board meeting.” Speakers are limited to three (3) minutes. PLEASE STEP TO THE PODIUM TO MAKE YOUR PRESENTATION. STATE YOUR NAME AND ADDRESS FOR THE RECORD, before making your presentation. Thank you.
6. **BOARD MEMBER ITEMS** – This portion of the meeting is reserved for Directors to present to the Board and to the public, information, announcements and items that have come to their attention. No formal action will be taken. A Board member may request that an item be placed, for consideration, at a future Board meeting.

7. Police Report.
8. Approval of the General Manager's agreement with Laura Lynne Wyatt.
9. Approval of consultant agreement with Vanessa Stevens.
10. Discussion and approval for water tank cleaning services.
11. Discussion and approval to move forward with water and wastewater rate studies.
12. Approval of one year maintenance agreement with Grimmway.
13. Discussion and approval of replacement phone system
14. Report expenditure to repair and rebuild upper Mustang PRV station
15. Approval of the November 21, 2023, Regular Board Meeting Minutes.
16. Approval of Checks for November 2023 and the CalPERS Retirement Payments.
17. Financial Reports.
18. General Manager's Report.
19. Motion to adjourn.



POLICE REPORT

Monthly Statistical Report



Month Covered: November 2023
Prepared By: Gary Crowell, Chief of Police

Monthly Statistics:

Stallion Spring Police:	
Arrests:	2
Citations Issued:	6
Reports:	84
Calls for Service:	107
On Call, Call Outs:	4
Officer Initiated Investigations:	22
Field Interviews:	16
Assist other Agencies Total	<u>4</u>
Bear Valley Police Department	1
Kern County Sheriff's Department	1
Kern County Fire Department	2
Impounds:	0
Medical Assist:	4
Vacation House Checks:	8

A traffic stop led to the arrest 39-year-old male, for possession of a controlled substance, driving a vehicle with a suspended license and having an active warrant for his arrest.

A call for service led to the arrest of a 52-year-old male, for domestic battery.

Residents, if you have a non-emergency police issue please contact our dispatch at (661) 861-3110. If you are having an emergency, please call 9-1-1.



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #8

Subject: Approval of Resolution No. 2023-17, A Resolution of the Board of Directors Approving the General Manager's Employment Agreement.

Submitted by: Vanessa Stevens, General Manager

Meeting Date: December 19, 2023

Background: The Government Code allows Directors to interview discuss and negotiate agreements with individuals in regard to serving as a General Manager for a Special District. The Government Code for Community Services Districts require that an individual be designated as a General Manager for the District.

This agenda item is the transparent method of the agreement that has been negotiated between Laura Lynne Wyatt and the Stallion Springs Board of Directors.

Recommendation: Approval of Resolution No. 2023-17 and welcome the new General Manager for Stallion Springs C.S.D.

**BEFORE THE BOARD OF DIRECTORS OF THE
STALLION SPRINGS COMMUNITY SERVICES DISTRICT**

Resolution No. 2023-17

RE: A RESOLUTION OF THE BOARD OF DIRECTORS APPROVING THE GENERAL
MANAGER'S EMPLOYMENT AGREEMENT.

WHEREAS, negotiations for an Employment Agreement has been successfully completed
between Laura Lynne Wyatt and the Stallion Springs Community Services District.

NOW, THEREFORE, BE IT RESOLVED, THAT THE BOARD OF DIRECTORS OF THE
STALLION SPRINGS COMMUNITY SERVICES DISTRICT does hereby appoint Laura Lynne
Wyatt as General Manager, as of December 19, 2023.

BE IT FURTHER RESOLVED, that the Board of Directors hereby approves and authorizes
execution of the Employment Agreement with Laura Lynne Wyatt, the terms and conditions of
employment specifically set forth in said Agreement, attached hereto and made part hereof.

BE IT FURTHER RESOLVED, that the Board President is authorized to execute the Revised
Agreement.

PASSED AND ADOPTED this 19th day of December 2023, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

I HEREBY CERTIFY that the foregoing Resolution is the Resolution of said District as duly
passed and adopted by said Board of Directors on the 19th day of December 2023.

WITNESS my hand and seal of said Board of Directors this 19th day of December 2023.

Teresa Sasnett, President
Board of Directors

ATTESTS:

Judith Quijada, Board Secretary

EMPLOYMENT AGREEMENT

THIS EMPLOYMENT AGREEMENT ("Agreement"), is made and entered into this 4th day of December 2023, by and between the Stallion Springs Community Services District, State of California, a community services district formed pursuant to Government Code §§ 61000, hereinafter called "Employer," which acts by and through its Board of Directors, and Laura Lynne Wyatt, hereinafter called "Employee", both of whom understand as follows:

WITNESSETH

WHEREAS, Employer desires to employ the services of said Employee as General Manager of Employer, as provided by the pertinent sections of the Personnel Policies and Procedures Manual of the Stallion Springs Community Services District;

WHEREAS, it is the desire of the Board of Directors, to provide certain benefits, establish certain conditions of employment and to set, working conditions of said Employee; and

WHEREAS, it is the desire of the Board of Directors to: (1) secure and retain the services of Employee and to provide inducement for her to remain in such employment; (2) to provide a just means for terminating Employee's services at such time as she may be unable fully to discharge her duties due to illness or disability or when Employer may otherwise desire to terminate her employ; and

WHEREAS, Employee desires to accept employment as General Manager of Employer.

NOW THEREFORE, in consideration of the mutual covenants herein contained the parties agree as follows:

Section 1 Duties

Employer hereby agrees to employ said Employee as General Manager of said Employer effective December 11, 2023, to perform the functions and duties specified in the General Manager job description as may be modified from time to time by the Board of Directors and to perform other legally permissible and proper duties and functions as required by law and as the Board of Directors shall from time-to-time assign.

Section 2 Terms

A. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Board of Directors of Employer to terminate the services of Employee at any time, subject only to the provisions set forth in Section 3, paragraphs A, B, C and D of this Agreement.

B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the Employee to resign at any time from this position with Employer, subject only to the provision set forth in Section 3, paragraph E, of this Agreement, during the term of this Agreement.

C. Employee shall remain in the exclusive employ of Employer during the term of this Agreement, and shall neither accept other employment nor become employed by any other employer until said termination date, unless said termination date is effected as hereinafter provided. The term "employed" shall not be construed to include occasional teaching, writing, consulting or military reserve service performed on Employee's time off.

D. This Agreement shall be in force and effect until December 11, 2028. In the event the Employee terminates this Agreement no severance benefits shall be due her. In the event the Employer terminates this Agreement, the provisions of Section 3A, 3B and/or 3D hereof shall apply; provided, however, no severance benefits shall be due her if notice is given at least one year prior to the termination of this Agreement or any extension thereof.

F. Nothing in this Section shall preclude the termination of this Agreement by mutual consent of both parties hereto.

Section 3 Termination and Severance Pay

A. Subject to the provisions of subsection D, below, in the event Employee is terminated by the Board of Directors before expiration of the aforesaid term of employment and during such time that Employee is willing and able to perform her duties under this Agreement, then in that event Employer agrees to pay Employee a biweekly cash payment equal to the monthly salary of the Employee for ninety (90) days. This payout will be calculated and provided in biweekly increments on regularly scheduled payroll dates.

B. In the event Employee voluntarily resigns her position with Employer before expiration of the aforesaid term of her employment, then Employee shall give Employer sixty (60) days written notice in advance, unless the parties hereto otherwise agree.

C. Employee shall be on an "introductory" status from December 11, 2023 until July 31, 2024. During that introductory term, Employee's performance shall be fully evaluated by the Board of Directors. Also, during this term, Employer may dismiss Employee with or without cause, and with or without advance notice, and shall have no further obligations or remuneration owed to Employee under this Agreement, including the severance provisions of subsections A, B and C above.

D. At the time "introductory" status ends, the Board of Directors shall consider an increase in salary.

E. Nothing in this Section shall preclude the termination of this Agreement by mutual consent of both parties hereto.

Section 4 Disability

If Employee is permanently disabled or is otherwise unable to perform her duties because of sickness, accident, injury, mental incapacity or health for a period of four successive weeks beyond any accrued, sick leave, Employer shall have the option to terminate this Agreement, subject the severance pay requirements of Section 3. However, Employee, shall be compensated for any accrued sick leave, vacation, administrative leave and other applicable accrued but unused benefits.

Section 5 Salary

Employer hereby establishes an annual salary of \$118,200.00. (See section 8 hours work). Employee will, at a minimum, also receive any additional benefits granted to other employees of the Employer including cost of living increases. At the performance evaluation as noted in Section 7, the Board may provide the employee with additional compensation and benefits.

Section 6 Other Remuneration

Employee will use her own vehicle and may have a separate work cell provided by the district. The district issued cellular telephone is for business use only and is subject to the Public's Records Act and subpoenas.

Section 7 Performance Evaluation

A. The Board of Directors shall review and evaluate the performance of the Employee prior to the July 31, 2024 introductory period and annually thereafter. Further, the President of the Board of Directors shall provide the Employee with a summary written statement of the findings of the Board of Directors and provide an adequate opportunity for the Employee to discuss her evaluation with the Board of Directors.

B. Annually, the Board of Directors and Employee shall define goals and performance objectives which they determine necessary for the proper operation of the District and attainment of the Board of Director's policy objectives and shall further establish a relative priority among those various goals and objectives to be reduced to writing. They shall generally be attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

C. In effecting the provisions of this Section, the Board of Directors and Employee mutually agree to abide by the provisions of applicable law.

Section 8 Hours of Work

Employee shall be permitted to adjust her schedule on certain weeks as long as employee is fulfilling her job as needed. It is also recognized that Employee must devote some time outside the normal office hours for business of the Employer at certain times, and to that end Employee will be allowed to take administrative leave as she shall deem appropriate during said normal office hours.

Section 9 Vacation; Sick Leave; Holidays

A. The General Manager accrues and uses vacation and sick leave as outlined in the Policy Manual.

Section 10 Health, Dental, Vision and Life Insurance

Employee at this time declines health, dental and vision coverage insurance for herself and her dependents, Employee shall receive, and all other benefits

as may be provided to other full-time district employees and may be reinstated for such upon each calendar year.

Section 11 Retirement

Employee shall, at a minimum, have provided for her the same retirement benefits provided for all eligible employees of Employer.

Section 12 Dues and Subscriptions

Employer agrees to budget and to pay for the professional dues and subscriptions of Employee necessary for her continuation and full participation in national, regional, state and local associations and organizations necessary and desirable for her continued professional participation, growth and advancement, which shall be considered a benefit to the Employer.

Section 13 Professional Development

A. Employee may utilize consulting services to continue professional development at a cost not to exceed \$10,000 for Fiscal Year 2024 and \$7,000 for Fiscal Year 2025.

B. Employer shall, subject to approval of at least two (2) members of the Board of Directors, pay the travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for Employer.

C. Employer also agrees to pay, subject to approval of the Board of Directors, for the travel and subsistence expenses of Employee for short courses, institutes and seminars on subjects that are necessary for her professional development and for the benefit of Employer.

Section 14 General Expenses

Employer recognizes that certain expenses, which are not of a personal nature and which are, generally, of a job-affiliated nature are incurred by Employee, and hereby agrees to reimburse said general expenses, the actual amount of such expenses, upon receipt of duly executed expense or petty cash vouchers, receipts, statements or personal affidavits.

Section 15 Indemnification

Employer shall defend, hold harmless and indemnify Employee against any tort, professional liability claim or demand or other legal action, whether

groundless or otherwise, arising out of an alleged act or omission occurring in the performance of Employee's duties as General Manager, consistent with the provisions of the California Government Code and within Policies and Procedures


Section 16 No Reduction in Benefits

Employer shall not at any time during the term of this Agreement reduce the salary, compensation or other financial benefits of Employee, except the degree of such a reduction across-the-board for all employees of the Employer. A reduction of benefits contrary to this section shall be deemed a "termination".

Section 17 Notices

Notices pursuant to this Agreement shall be given by deposit in the custody of the United States Postal Service, postage prepaid, addresses as follows:

- (1) EMPLOYER: Stallion Springs Community Services District
Attn: Board of Directors President
27800 Stallion Springs Drive
Tehachapi, CA 93561

- (2) EMPLOYEE: Laura Lynne Wyatt

Tehachapi, CA 93561

Alternatively, notices required pursuant to this Agreement may be personally served in the same manner as is applicable to civil judicial practice. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such Written notice in the course of transmission in the United States Postal Service.

Section 18 General Provisions

- A. The text herein shall constitute the entire Agreement between the parties.
- B. This Agreement shall be binding upon and insure to the benefit of the heirs at law and executors of Employee, provided, however, in event of death of the Employee, no additional sums shall be payable to Employee's estate beyond that earned to the date of death, except for unused vacation time.

C. This Agreement shall become effective upon approval of the Board at the Special Board Meeting on the day of December 4, 2023 with a start of employment date set for December 11th, 2023.

D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the Stallion Springs Community Services District, California, has caused this Agreement to be signed and executed in its behalf by its President and duly attested by its Secretary, and the Employee has signed and executed this Agreement, both in duplicate, the day and year first above written.

ATTEST:

Judith Quijada, Secretary

Date

EMPLOYER:

Teresa Sasnett, President
Stallion Springs Community Services District

Date

EMPLOYEE:

Laura Lynne Wyatt

Date



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #9

Subject: Approval of an agreement between Vanessa Stevens and the Stallion Springs CSD.

Meeting Date: December 19, 2023

Background: Vanessa Stevens has agreed to assist with a smooth management transition and consult with the incoming General Manager on a as needed basis.

Please see attached Agreement.

Recommendation: Approve the agreement with Vanessa Stevens.



STALLION SPRINGS

COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

December 19, 2023

Agreement

This is an agreement between The Stallion Springs Community Services District Board of Directors and Vanessa Stevens.

The Board of Directors agrees to retain Vanessa Stevens as a part-time employee for Stallion Springs C.S.D. effective January 2, 2024.

Effective January 2, 2024, the hourly rate will be \$51.59 Step and range-(43A) per hour on an as needed basis.

Vanessa agrees to be available to come into the office no more than twice a week if needed. In addition, Vanessa agrees to be available by phone as needed to assist in the training of the new General Manager and assist with the day-to-day oversight of the district.

Both Vanessa Stevens and The Stallion Springs C.S.D. Board of Directors understand that she is an employee of the district and thus must abide and follow the Employee Manual of the District.

This agreement is valid until January 31, 2024. This agreement can be extended and/or terminated upon mutual agreement between parties. This agreement was passed approved and adopted at the regular board meeting December 19, 2023.

Agreed;

Vanessa Stevens

Teresa Sasnett, President Board of
Directors



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #10

Subject: Water Tank Cleaning

Submitted by: Vanessa Stevens, General Manager

Meeting Date: December 19, 2023

Background: The water tanks are required to be cleaned every 5 years. Jim Burris (PW Supervisor) has researched and has received the attached quotes. Based on his research and the scope of work, the Public Works Supervisor recommends Inland Potable Services Inc.

Recommendation: Approval to utilize Inland Potable Services Inc. at a cost not to exceed \$7,500.00.



Stallion Springs CSD
Jim Burris
 27800 Stallion Springs Drive
 Tehachapi, CA 93561-5267

Date: 11/09/2023
 Phone: 661-750-9944
 Email: jburris@stallionspringscsd.com

Diving Services for Cleaning and Inspection of Potable Water Tanks

Tanks	Tank Description	Additional Information	Scope of Work Includes
1	<u>Tank #1</u> 100KG, Steel Welded, On-Grade, 27' Dia x 24' Deep.	All Discharge water does not require de-chlorination. All Discharge water and sediment may be released onto the ground.	<p align="center"><u>Clean and Inspect</u></p> <p>Up to three (3) inches of sediment removal from the tank floor.</p> <p>Visual inspection of the interior and exterior of the tank.</p> <p>Written report (PDF format) with photos. and a digital recording of the dive.</p>
1	<u>Tank #3</u> 300KG, Steel Welded, On-Grade, 40' Dia x 32' Deep.		
1	<u>Tank #7</u> 250KG, Steel Welded, On-Grade, 36' Dia x 32' Deep.		
1	<u>Tank #6A</u> 250KG, Steel Welded, On-Grade, 42' Dia x 24' Deep.		
1	<u>Tank #6B</u> 750KG, Steel Welded, On-Grade, 72' Dia x 24' Deep.	This is a <u>Prevailing Wage Job</u> for Kern County	

Proposal Total: \$7,404.00

California Contractor License # 941676 DIR # 1000015893

Our minimum day rate for eight hours including set up and break down of equipment. The prevailing wage rate dated August 22, 2023 until June 30, 2024 was used for Kern County for Certified Commercial Divers and Tenders in our calculations. **Overtime, holidays and weekends are not included.**

Payment terms: 1% Ten Days, Net 30 Days. 1.5% interest will be charged on all accounts past 30 days.

This contract is based on a total price which includes time and mobilization to and from the project site, set-up and breakdown of equipment, and the preparation for the dive and diving services. Diving services will include sediment removal up to 3 inches from the floor, a video inspection and written report for your records (still photos included). During the initial dive, sediment depths will be measured by the diver and documented on video.

If removal of sediment of an abnormal consistency (clay, calcium, rocks, pebbles, mud, etc.), additional sediment removal (over 3 inches from the floor), wall cleaning or epoxy repairs is requested and approved by designated on-site representative, each of these services will be performed at a rate of \$463.00 per hour.

Inland Potable Services, Inc. will provide all personnel and equipment necessary to provide diving services in the above referenced tank(s) or reservoir(s). We will provide your utility with a written report as well as a narrated color video for the services performed. The tank(s) or reservoir(s) will be inspected according to American Water Works Association (AWWA), NACE, SSPC, ASNT, ACI and AWS standards.

- **All divers employed by Inland Potable Services are certified Commercial Divers.**
- **Inland Potable Services is fully bondable and insured.**
- **All equipment entering the tanks will be disinfected with a minimum of 200 ppm Chlorine.**
- **Schedule dates are tentative and are subject to change.**
- **If Inland Potable Services dive team is required to stop working or is delayed working due to unforeseen circumstances or any reasons beyond our control (i.e. no utility personnel onsite, inability to access designated work site, low water level, etc.) a down-time charge of \$463.00 per hour will be charged.**
- **A fee based on \$463.00 per hour will be charged if we are unable to get our truck and trailer to a tank location. We will use portable dive gear and cleaning equipment to complete the job. Please understand that use of utility vehicles or equipment may be necessary to get our equipment to a tank.**
- **Inland Potable Services makes every attempt to obtain complete information from customers prior to the presentation of bids concerning fees required for municipal licenses, registration fees, Sales Tax or Use Taxes in your area. These items are identified on your contract. In the event that additional fees are discovered or charged, after the bid has been submitted, these charges will be added to the stated contract amount when billed.**

Sam Ireland, Regional Account Manager

Date:

Important Information

Hatch Size - The entry hatch on top of the tank must be at least 20 inches in diameter or square with no obstructions that would prevent entry. A futile trip charge of \$500.00 will be levied if the team is unable to enter the tank due to the hatch size being too small or objects are blocking the entry.

Water Level – Please be advised and understand, the water level within the tank must be within ten (10) feet or less of the hatch opening prior to the dive team's arrival. If the air gap is more than 10 feet, a fee of \$463.00 per hour will be charged until the water reaches the appropriate level.

Tank Information – Please verify the type of tank, dimensions or information listed in the proposal is accurate. If the tank dimensions or information is not accurate as listed then additional costs may be added.

Completion Date – With acceptance this work will be completed at a mutually acceptable date within one year. If money budgeted for this work must be used by a specific date, please indicate the date on this line and every attempt will be made to meet the given date: _____

Option – If a hatch gasket (\$75), a #24 mesh vent screen (\$75) and/or a lock for the hatch (\$25) is needed, would you like the dive team to install while on-site? **Yes** ___ **No** ___
If a hard bound copy of the inspection report is needed (\$125.00) **Yes**___ **No**___

To accept, please sign and date the proposal. Please fax both pages to 303-400-4215 or scan and email them to me at sam@inlandpotableservices.com

Printed Name and Title

Signature

Date: _____



Proposal from
UTILITY SERVICE CO., INC.

535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
 Toll-free: 855-526-4413 | Fax: 478-987-2991
 usgwater.com

Date: **11/27/23**

Submitted by: **Keith Jones**

Local Phone: (702) 461-4966

MP / CS Asset:

Entity Proposal Submitted To ("Customer"): Stallion Springs CSD			Phone Number: 661-822-3268	Fax Number:
Street Address: 27800 Stallion Springs Dr, Tehachapi, CA 93561			Description of Work to be Performed: Multiple Steel Tank Washout - Condition Assessment - Disinfection	
City: Tehachapi	State: CA	Zip Code: 93561	Asset Name: Asset List on Page 2	
Accounts Payable Contact Name: Jim Burris	Email: jburris@stallionspringscsd.com		Job Site Address: Asset Addresses on Page 2	
Job Contact (Inspection Reports): Jim Burris	Email: jburris@stallionspringscsd.com		County / Parish: Kern	Asset Size: List on Pg 2
				Asset Style: List on Page 2

Utility Service Co., Inc. agrees to provide all labor, equipment, and materials needed to complete the following:

Please see attached Exhibit(s), which are incorporated herein by reference:

1. Exhibit A – Scope of Work
2. Exhibit B – Terms and Conditions

Please sign and date this proposal and fax one copy to our office.

Thirteen Thousand Seven Hundred Fifty and -----00 /100 Dollars \$ 13,750.00

Payment to be made as follows: **Payment Due in Full Upon Completion of Work – plus all applicable taxes**

Remittance Address: Utility Service Co., Inc., P O Box 207362, Dallas, TX 75320-7362

This Proposal, together with its Exhibit A – Scope of Work and Exhibit B - Terms and Conditions, and any additional exhibits that Utility Service Co., Inc. and the Customer agree to incorporate and attach to this Proposal (collectively, this "Proposal") constitutes the entire and exclusive agreement between Utility Service Co., Inc. (which for purposes herein shall collectively include its affiliate companies) and Customer (collectively, the "Parties"). This Proposal may be withdrawn by Utility Service Co., Inc. at any time prior to acceptance. Customer assents to the terms and conditions in Exhibit B and agrees that the terms and conditions in Exhibit B shall govern with respect to this Proposal and the services provided by Utility Service Co., Inc. No additional or conflicting terms or conditions included in any purchase order, hyperlink, acknowledgement or invoice of Customer not expressly incorporated into this Proposal shall be binding on the Parties or this Proposal.

Note: This proposal shall expire automatically
Ninety (90) days following the date of this Proposal.

Authorized
 USCI Signature

Acceptance of Proposal The prices, scope of work, and terms and conditions of this Proposal are satisfactory and are hereby accepted. Payment will be made by Customer to Utility Service Co., Inc. as set forth herein.

Is Customer Exempt from Sales Tax? No Yes If Exempt, please provide Sales Tax Exemption Certificate.

Fiscal Year Beginning Month _____ Customer Signature _____

Date of Acceptance _____ Printed Name _____

FOR INTERNAL USE ONLY

SFID:

CN:

SO:

MP / CS PN:



Proposal from
UTILITY SERVICE CO., INC.
 535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
 Toll-free: 855-526-4413 | Fax: 478-987-2991
 usgwater.com

Steel Tank Asset List and Pricing per Asset

Tank Name	Tank Address	Steel Tank Size and Style (if Concrete, use Concrete proposal)	Price	SFID Number
TANK 1	35.103442, -118.659127	100K GST	\$ 2,750.00	67315
TANK 3	35.088996, -118.661174	300K GST	\$ 2,750.00	67316
TANK 6A	35.093073, -118.661120	250K GST	\$ 2,750.00	67317
TANK 6B	35.092946, -118.660874	750K GST	\$ 2,750.00	67318
TANK 7	35.077919, -118.615832	250K GST	\$ 2,750.00	67319
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Proposal from
UTILITY SERVICE CO., INC.
535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
Toll-free: 855-526-4413 | Fax: 478-987-2991
usgwater.com

Exhibit A – Scope of Work

Multiple Steel Tank Washout - Condition Assessment - Disinfection

1. A date shall be coordinated by both parties for the Owner to drain the tank.
2. The Owner agrees to provide a potable water source within 250' of the tank that is suitable for a hose connection.
3. The interior floor and lower walls of the tank will be cleaned using a pressure washer to remove all mud, silt, and foreign sediment. The tank is not to be rigged to pressure wash the upper walls, and roof unless specified by this agreement. This cleaning will not completely remove all staining or any Bio-film that may be present.
4. The tank will be inspected to assess the sanitary, safety, structural, security, and coatings conditions.
5. Exterior and interior paint samples will be taken and the samples will be analyzed at a certified laboratory to determine the total lead and chromium content of the existing coatings. The laboratory test results will be included in the inspection report.
6. After all inspection work is completed, the tank will be disinfected in accordance with AWWA C652.
7. The tank will be sealed and made ready for service.
8. A comprehensive written report with color digital photographs will be submitted detailing the condition of the tank. A representative of Utility Service Co., Inc. will schedule a date with the Owner to present the report and findings.
9. This price does not include containment, testing, or off-site disposal of sediment or debris from the tank, or costs associated with a vactor truck or other equipment that may be necessary to remove excessive sediment.
10. The above pricing is contingent upon accessibility of the site and the ability of USCI to perform tasks required unobstructed, and to complete the task in one (1) full work day. (\$1,500.00 per day for each additional day)



Exhibit B – Terms and Conditions

A. GENERAL TERMS AND CONDITIONS

The Terms and Conditions (the "Terms") of this Proposal govern the sale of services (the "Services") by Utility Service Co., Inc. (which for purposes herein shall include its affiliates) to the Customer. All other terms, or variations to these Terms are excluded unless agreed explicitly in writing by a numbered amendment to this Proposal executed by Utility Service Co., Inc. and the Customer. Execution of the Proposal by the Customer, whether in writing, on the Internet, by electronic signature, or by e-mail transmission of a signed Proposal shall mean acceptance that these Terms are deemed incorporated into the Proposal and shall form the contract between the Customer and Utility Service Co., Inc. These Terms shall supersede all prior terms, understandings or Proposals between the Customer and Utility Service Co., Inc. If any part of the Terms should be found to be invalid or unenforceable by a court or other competent authority, then the remainder of the Terms shall not be affected. Any notice to be given with respect to these Terms by either of the Parties shall be in writing. Notices to the Customer shall be sent to the Customer's address on the Proposal, and any notices to Utility Service Co., Inc., including notice of warranty claims by the Customer, shall be sent to: Utility Service Co., Inc., ATTN: Customer Service Department, 535 General Courtney Hodges Boulevard, Post Office Box 1350, Perry, Georgia 31069.

This Proposal has been issued based on the information provided by the Customer and on information currently available to Utility Service Co., Inc. at the time of Proposal issuance. Any changes or discrepancies in site conditions, concealed conditions where the Services will be performed, changes in environmental, health, and safety regulations or conditions, changes in Customer's financial standing, Customer's requirements, or any other relevant change or discrepancy in the factual basis upon which this Proposal was created may lead to changes in the offering, including but not limited to, changes in pricing, warranties, quoted scope of work, and/or terms and conditions. Unless stated otherwise in the Proposal, performance and/or payment bonds are not included in the price. These bonds can be purchased on request but will be at an additional cost.

B. PRICES, PAYMENT TERMS, COMMITMENT OF CUSTOMER, CREDIT REPORTING AND TAXES

Prices, which are expressed in US Dollars, are only valid for the period stated in the Proposal. If not stated, the validity period is ninety (90) days. Unless otherwise stated in the Proposal, the full price shall be due and payable upon completion of the Services, which may or may not include the installation of Equipment. All of Utility Service Co., Inc.'s invoices are due and payable upon receipt. If any payment is not made by the Customer within sixty (60) calendar days following the date of the invoice, Utility Service Co., Inc. reserves the right to charge a late payment charge of one and one-half percent (1.5%) per month of the outstanding past due balance. Any failure by Customer to make timely payment of any obligation under this Proposal shall be deemed a breach. Customer agrees to reimburse Utility Service Co., Inc. for all charges, costs, expenses and attorney's fees incurred to enforce or collect the amounts due under this Proposal. In the event Customer has a valid dispute with any invoice or amount due, such dispute must be communicated in writing to Utility Service Co., Inc. within thirty (30) days of the invoice date, describing the amount, issue and the reason for any dispute. Any amounts not disputed within this time frame will be deemed to be valid. Utility Service Co., Inc. and Customer agree to work expeditiously to resolve any dispute. Customer agrees to notify Utility Service Co., Inc. within thirty (30) days of any change in Customer's name, address, or phone number. By executing this Proposal, Customer authorizes Utility Service Co., Inc. to periodically request your credit reports and bank and trade references. Upon your request, we will inform you of the name and address of the reporting agency from which we received such a report, if any. The price listed in the Proposal excludes all taxes unless specifically stated otherwise in the Proposal. The Customer is responsible for payment of all applicable taxes, however designated or incurred in connection with the transactions under this Proposal, and agrees to reimburse Utility Service Co., Inc. for any taxes paid on Customer's behalf.

C. DELIVERY OF SERVICES AND INSTALLATION OF EQUIPMENT

The provision of Services as contemplated herein might require the installation of certain equipment (the "Equipment") on the Customer's real property or on the improvements to the Customer's real property (e.g., water storage tank, etc.). All times and dates for the delivery of Services and/or installation of Equipment are approximate, but Utility Service Co., Inc. shall use its reasonable efforts to respect them. The Parties shall each make commercially reasonable efforts to schedule the Services after the date this Proposal is executed by the Customer. Utility Service Co., Inc. shall not be liable for any loss or damage resulting from late delivery of the Services or installation of Equipment.

D. ACCESS TO CUSTOMER'S FACILITY OR REAL PROPERTY

Customer hereby agrees to provide Utility Service Co., Inc. with reasonable access to its facility or real property to perform the Services. "Reasonable access" shall include passable roads for ingress and egress as well as sufficient usable ground space for Utility Service Co., Inc.'s equipment and materials needed to perform the Services. Unless otherwise provided in this Proposal, the price of this Proposal does not include the cost to lease additional real property so that Utility Service Co., Inc. will have sufficient usable ground space to stage its equipment and materials needed to perform the Services. Any such cost would be in addition to the price of the Proposal, and if needed, the Customer agrees to negotiate an amendment to this Proposal to modify the pricing in good faith.

E. RISK OF LOSS

Risk of loss or damage to the Equipment, if applicable to this Proposal, shall pass to the Customer upon delivery of the Equipment to the named place of destination.

F. TITLE TO EQUIPMENT

If the sale of Equipment is included in this Proposal, the title in the Equipment shall remain with Utility Service Co., Inc. until the price of the Proposal is paid in full. The Customer assents that Utility Service Co., Inc. may enter upon the Customer's real property and/or facility to repossess the Equipment if payment(s) are not received in full by their due date(s).

G. SCOPE OF WARRANTY

Subject to the limitations contained herein, Utility Service Co., Inc. represents that for a period of one (1) year from the earlier of: (i) the completion of the Services (to include the installation of the Equipment, if applicable to this Proposal) or (ii) the Customer's return to use of the asset that is the subject matter of this Proposal ("Warranty Period"), the Services and Equipment, if applicable, will be free from defects in materials and workmanship and will substantially conform to the specifications set forth in Exhibit A ("Warranty"). WITH THE EXCEPTION OF THE REPRESENTATION IN THE FOREGOING SENTENCE, UTILITY SERVICE CO., INC. MAKES NO OTHER EXPRESS OR IMPLIED WARRANTIES OF ANY KIND WITH RESPECT TO THE SUBJECT MATTER HEREOF AND ALL OTHER WARRANTIES ARE HEREBY DISCLAIMED, INCLUDING, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY, NON-INFRINGEMENT OR FITNESS FOR A PARTICULAR PURPOSE.

H. NOTIFICATION OF WARRANTY CLAIM

All claims filed under the Warranty provided in Section G shall be made in writing by the Customer within thirty (30) calendar days of identifying a defect. Customer shall provide the written notice of the claim to Utility Service Co., Inc. pursuant to Section A above, and the Customer shall provide the following information in the written notice: (i) a description of the defect giving rise to the claim; (ii) photographs showing the defect; and (iii) if the claim is related to Equipment, the serial number(s) of the Equipment which is (are) the subject of the claim.

I. EXCLUSIONS FROM WARRANTY

Occurrence of any of the following, as reasonably determined by Utility Service Co., Inc., will void the Warranty: (i) unauthorized alteration of any component(s) of the Services or the Equipment, if applicable, originally supplied by Utility Service Co., Inc., or (ii) intentional or negligent damage to Utility Service Co., Inc.'s work product or the Equipment, if applicable to this Proposal, caused by any other person or entity, including but not limited to, the Customer and its officers, employees, agents, contractors, and assigns.

J. VERIFICATION OF WARRANTY CLAIM

Utility Service Co., Inc. shall contact Customer following its receipt of notice of a claim under the Warranty. Utility Service Co., Inc. reserves the right to request additional information from the Customer or to conduct an on-site inspection of its work or the Equipment, if applicable to this Proposal, before accepting a claim. The Parties agree to cooperate and work in good faith to provide any additional information needed or to schedule an on-site visit by Utility Service Co., Inc.'s personnel to visibly inspect the work and the Equipment, if applicable. Furthermore, Utility Service Co., Inc. reserves the right to have a third party participate in the inspection of the work to verify whether the work or Equipment, if applicable, is defective under the terms of the Warranty.



Proposal from
UTILITY SERVICE CO., INC.
535 Gen. Courtney Hodges Blvd · P O Box 1350 · Perry, GA 31069
Toll-free: 855-526-4413 | Fax: 478-987-2991
usgwater.com

Exhibit B – Terms and Conditions (Continued)

K. SATISFACTION OF WARRANTY CLAIM

If Utility Service Co., Inc. verifies, in good faith, that a claim under the Warranty is valid and not subject to an exclusion pursuant to Section I above, Utility Service Co., Inc. agrees to repair or replace, without expense to the Customer, any workmanship, materials, and/or Equipment, if applicable, furnished hereunder that may prove defective within the Warranty Period. The Warranty provided in this Proposal shall be the sole and exclusive remedy of the Customer.

L. INDEMNIFICATION

Utility Service Co., Inc. shall indemnify and hold harmless Customer from all claims for physical damage to third party property or injury to persons, including death, to the extent caused by the negligence of Utility Service Co., Inc. or its officers, agents, employees, and/or assigns while engaged in activities under this Proposal. Customer shall likewise indemnify and hold harmless Utility Service Co., Inc. from all claims for physical damage to third party property or injury to persons, including death, to the extent caused by negligence of the Customer or its officers, agents, employees, and/or assigns. In the event such damage or injury is caused by joint or concurrent negligence of Utility Service Co., Inc. and Customer, the loss shall be borne by each Party in proportion to its negligence. For the purpose of this Section L, (i) "Third party" shall not include Customer or any subsequent owner of the property where the Services were performed or Equipment, if applicable, their subsidiaries, parents, affiliates, agents, successors or assigns including any operation or maintenance contractor, or their insurer; and (ii) no portion of the Equipment is "third party property".

M. FORCE MAJEURE

Utility Service Co., Inc. shall not be liable to the Customer for non-performance or delay in performance of any of its obligations under this Proposal due to: (i) acts of God (which include, but are not limited to, tropical storms, hurricanes, tornadoes, and earthquakes), (ii) failure of the Internet or another network, (iii) war, (iv) riot, (v) civil commotion, (vi) embargo, (vii) labor disputes, (viii) labor strikes, (ix) fire, (x) flood, (xi) theft, (xii) epidemic, (xiii) pandemic (including COVID-19), (xiv) delay in delivery of services, materials, or equipment by subcontractors, suppliers, or manufacturers, (xv) shortage of labor or materials, or (xvi) any other unforeseen event (whether or not similar in nature to those specified) outside the reasonable control of Utility Service Co., Inc.

N. LIMITATION OF LIABILITY

Neither the Customer nor Utility Service Co., Inc. shall be liable to the other for any economic (including, without limitation, loss of revenues, profits, contracts, business or anticipated savings), special, indirect, incidental, exemplary, punitive or consequential losses or damages or loss of goodwill in any way whether such liability is based on tort, contract, negligence, strict liability, product liability or otherwise arising from or relating to this Proposal or resulting from the use or the inability to use the Services or Equipment, if applicable to this Proposal, or the performance or non-performance of the Services or Equipment, if applicable. It is the responsibility of the Customer to insure itself in this regard if it so desires. The liability limit of Utility Service Co., Inc. and its affiliate companies under this Proposal, whether based in contract, warranty, tort (including negligence), strict liability, product liability or otherwise shall not exceed the price that the Customer agrees to pay Utility Service Co., Inc. in this Proposal.

O. GOVERNING LAW AND DISPUTE RESOLUTION

This Proposal and these Terms shall be construed in accordance with the laws of the state of Georgia without regard to the conflict of law principle. In the event of a dispute concerning this Proposal, the complaining Party shall notify the other Party in writing thereof. Management level representatives of both Parties shall meet at an agreed location and attempt to resolve the dispute in good faith. Should the dispute not be resolved within sixty (60) days after such notice, the complaining Party shall seek remedies exclusively through arbitration. The seat of arbitration shall be the federal district court closest to the location where the Services were performed or are scheduled to be performed, and the rules of arbitration will be the Commercial Arbitration Rules of American Arbitration Association, which are incorporated herein by reference into this Section O.



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #11

Subject: Discussion and approval to move forward with Water and Wastewater Rate Studies.

Submitted by: Vanessa Stevens, General Manager

Meeting Date: December 19, 2023

Background: As you know our water and wastewater infrastructure are aging and are both in need of improvements. The cost of operating continues to increase each year. There will be a need for rate increases in the years ahead, and the district cannot do so without the required rate studies in place.

Our current studies have now expired. The district will need future funding, I was advised by our general counsel a few months back to start the process with current rate studies. See the attached proposals.

Recommendation: Review, choose a proposal and motion to allow the General Manager to move forward with a water and wastewater rate study. The cost not to exceed \$65,000.00 to be paid from water and wastewater capital contracts (8023).

From: Ann Siprelle <Ann.Siprelle@bbklaw.com>
Sent: Monday, October 23, 2023 3:23 PM
To: Vanessa Stevens (vstevens@stallionspringscsd.com)
Cc: Whitney Blackhurst; David Aranda (daranda300@gmail.com)
Subject: FW: Stallion Springs - Rate Study

Vanessa,

As we discussed, please get quotes on the water and sewer rate studies from these two consultants recommended by Lutfi:

Sanjay Gaur –Water Economics <https://water-economics.com>
Phone: (213) 327-4405 Email: sgaur@water-economics.com

Habib Isaac – IB Consulting <https://ibconsultinginc.com>
Phone: (951) 595-9354 Email: hisaac@ibconsultinginc.com

The sooner you can get board approval to get these studies started, the better. Thank you, and let me know if you have any questions.



Ann Siprelle
Partner
ann.siprelle@bbklaw.com
T: (916) 551-2834 | C: (916) 799-6462
bbklaw.com |

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Solutions through Collaboration

Stallion Springs CSD
Water and Wastewater Rate Study

Submittal Date:

November 9, 2023

Date: November 9, 2023

Vanessa Stevens - General Manager
Stallion Springs Community Services District
27800 Stallion Springs Dr,
Tehachapi, CA 93561

Dear Vanessa Stevens,

IB Consulting is pleased to submit this scope of work to assist the Stallion Springs Community Services District (CSD) with updating the CSD's financial plans and developing corresponding cost-based rates for its water and wastewater utilities. Our proposal includes detailed steps for preparing a comprehensive cost-of-service rate study.

Our firm specializes in utility financial planning and rate consulting. As managing partners of the firm, Andrea Boehling and I will be intimately involved throughout the entire study. The CSD will benefit from two seasoned utility rate experts with over 35 years of combined experience. Our work spans the entire State of California covering water rates, wholesale water rates, wastewater rates, recycled water rates, drought rates, and utility capacity charges.

We have assisted municipalities with long-term financial planning and structuring rates to reflect the cost-of-service, including the justification of tiered rates and equity between customer classes. Our scope includes staff meetings throughout the study to collaborate and obtain feedback.

We understand the importance of each utility's ability to be self-sufficient to meet its ongoing operating expenses as well as system reinvestment to ensure safe and reliable services. If you have any questions regarding our scope of services or would like to discuss any section in more detail, please contact me.

A handwritten signature in blue ink that reads 'Habib Isaac'.

Habib Isaac - Principal | Managing Partner
951-595-9354
hisaac@ibconsultinginc.com

Andrea Boehling - Principal | Managing Partner
615-870-9371
aboehling@ibconsultinginc.com



Qualifications and Experience

IB Consulting is a California limited liability company. As co-founders of the firm, Habib Isaac and Andrea Boehling have specialized in the public finance consulting sector for 20 years and 17 years, respectively, and are leading experts in the utility rate industry. Prior to forming IB Consulting, Habib worked at Raftelis from 2013 to 2019 and was a Senior Manager and West Coast Staff Lead. Andrea worked at Raftelis from 2014 to 2019 and was a Manager and New Hire Modeling Trainer. We are actively involved in the industry and have presented at annual conferences regarding capital funding, utility reserve policies, best management practices with developing rates, and long-term financial planning.

Our business philosophy is to establish long-term relationships with our clients, provide ongoing consulting services beyond a specific project, and become a resource to agency staff. Whether the work involves a utility rate study, capacity fee update, or fiscal impact analysis, these projects contribute to the agency's overall strategic objectives for its utility enterprises and influence other initiatives. Our clients benefit from both of us working on each project.

We focus on only working with a handful of municipalities concurrently to ensure our services generate tailored deliverables and quick responsiveness to all correspondence. Focusing on only a few clients allows a "hands-on" approach to all projects, fosters more thoughtful discussions, ensures we are available when needed, and generates viable solutions for consideration by elected officials.

Collaborating with staff is a cornerstone of our business practice and generates tailored results reflecting each client's unique characteristics

Key Personnel



Habib Isaac

Principal | Managing Partner

hisaac@ibconsultinginc.com

- BS in Applied Mathematics
- 20 years experience
- Specialize in cost-of-service
- Skilled facilitator



Andrea Boehling

Principal | Managing Partner

aboehling@ibconsultinginc.com

- BS/BA in Accounting
- 17 years experience
- Specialize in financial planning
- Expert modeler



Lauren Demine

Senior Consultant

ldemine@ibconsultinginc.com

- BA in Geology
- 6 years utility experience
- Specialize in data analysis

As Principals of the firm, Habib and Andrea will be the lead consultants on the project with additional analytical support from Lauren Demine - Sr Consultant. Both Principals will work in concert with staff to prepare a framework outlining the overall approach, develop long-term financial plan models that are usable for ongoing updates, establish a sound nexus for rates, deliberate on policy decisions, facilitate all meetings, and prepare a final report that is readable with a key focus on quality.

Our project team for this engagement will not change and the CSD will benefit from having both Principals fully engaged and available throughout the project

Collectively, the project team has completed more than 100 utility rate studies throughout California, including water rates, recycled rates, and wastewater rates. Below is a list of recent similar projects:

- Helix WD (water / capacity fees / user fees)
- Rainbow MWD (water / wastewater)
- Elsinore Valley MWD (water / recycled / sewer)
- Phelan Pinon Hills CSD (water / capacity fees)
- Temescal Valley WD (water / recycled / sewer)
- East Valley WD (water / sewer / capacity fees)
- Trabuco Canyon WD (water / recycled / sewer)
- Rubidoux CSD (water / sewer)
- City of Galt (water / sewer / capacity fees)
- Calaveras County WD (water / sewer)
- Citrus Heights WD (water)
- City of Sierra Madre (water / sewer)



Resumes



Habib Isaac - IB Consulting - Principal / Managing Partner

Habib focuses on delivering innovative solutions to water and wastewater utilities that are clearly laid out and understandable to the community. His recommendations are backed by sound technical expertise which allows him to answer unforeseen questions that arise.

Education

San Diego State University
*BS in Applied Mathematics with
Emphasis in Computational Science*

College Publications
*Physics Letter A Journal
Encryption Using Cycling Chaos*

Work Experience - 20 Yrs

IB Consulting LLC: (2019 – Present)
Managing Partner

Raftelis: (2013 – 2019)
Senior Manager / West Coast Lead

Willdan: (2004 – 2013)
Principal Consultant

David Taussig & Assoc: (2003 – 2004)
Senior Analyst

Expertise

Utility Financial Planning
Utility Rate Consulting
Special Tax Consulting
Impact Fees
Risk Assessment
Utility Expert Witness

Proficiency

Utility BMPs
Financial Policies
Rate Alternatives
Prop. 218 Compliance
Expert Facilitator
Public Outreach

Industry Involvement

ACWA – Spring Conference 2022
Rate Setting in Uncertain Times (Post Covid)

CSMFO – 2021
Planning for Uncertainty with Utility Rates

UMC – 2020
*Planning and Funding 2030 Capital Needs
in 2020 Through Community Engagement*

ACWA – 2019
*Building Tomorrow's Water District:
Customer Engagement & Cycle Replacement*

AWWA – NV/CA Section - 2015
*Developing Defensible Water/Wastewater
rates in Ca.*

Publications

AWWA Source Magazine - Winter 2016
Developing Defensible Tier Rates

AWWA Source Magazine - Fall 2015
*There's Opportunity in the San Juan
Capistrano Rates Decision*

Recent Project Experience - (Abbreviated for Proposal)

Sierra Madre, City: Water and Wastewater Rate Study – Public Hearing on December 12, 2023

Tustin, City: Water Rate Study – Public Hearing on December 5, 2023

Escondido, City: Water and Wastewater Rate Study – October 2023

Phelan Pinon Hills CSD: Water Rate Study – October 2023

Calaveras County Water District: Water and Wastewater Rate Study – September 2023

Trabuco Canon Water District: Water and Wastewater Rate Study – June 2023

Chino Hills, City: Water and Wastewater Rate Study – June 2023

Helix Water District: Water Rate Study – April 2023

Santa Fe Irrigation District: Water Rate Study – March 2023

Citrus Heights Water District: Water Rate Study – 2022, 2021, 2020

Temescal Valley Water District: Water / Recycled / Sewer Study – January 2023, 2022, 2021

Rubidoux CSD: Water / Recycled / Wastewater Rate Study – 2022

Galt, City: Water / Wastewater Rate – 2022

Livermore, City: Water Rate Study – 2022

Delta Diablo: Wastewater / Recycled Water Rate Study / Capacity Fees – 2022, 2021, 2020

Elsinore Valley Water District: Water / Wastewater Rate Study – 2021, 2019, 2017

Roseville, City: Water / Wastewater / Solid Waste Rate Study – 2021, 2019, 2017

East Valley Water District: Water / Wastewater Rate Study – 2021, 2015



Andrea Boehling - IB Consulting - Principal / Managing Partner

Andrea focuses on customizing each financial plan and utility model to the client's preferred specifications. Each model is built from scratch in concert with agency staff to provide ongoing exposure to the model from inception through completion. Model training isn't a final task, but rather, it's an underlying objective of the project.

Education

University of Alabama
BS/BA – Major in Accounting

 DeVry University
Studied Computer Engineering

Expertise

Utility Financial Planning
Utility Rate Consulting
Capacity Fees
Prop. 218 Compliance
Alt. Funding Sources
Budget Auditing

Industry Involvement

ACWA – Spring Conference 2022
Rate Setting in Uncertain Times (Post Covid)

CSMFO – 2021
Planning for Uncertainty with Utility Rates

ACWA – 2019
*Building Tomorrow's Water District:
Customer Engagement & Cycle Replacement*

UMC – 2017
*How to Best Fund Your Agency's Critical
Asset Repair and Replacement Needs*

UMC Young Professionals – 2015 / 2016
Planning Committee Member

Work Experience - 17 Yrs

IB Consulting LLC: (2019 – Present)
Managing Partner

Raftelis: (2014 – 2019)
Manager

Willdan: (2012 – 2014)
Senior Analyst

State of Tennessee: (2006 – 2012)
Auditor II

Proficiency

Communications
Excel Modeling
Rate Design
Data Analysis
Presentations
Quality Control

Publications

WEF Manual – 2018
*Chapter 13 – Rates for reuse or
Reclaimed Water*

Recent Project Experience - (Abbreviated for Proposal)

- Sierra Madre, City:** Water and Wastewater Rate Study – Public Hearing on December 12, 2023
- Tustin, City:** Water Rate Study – Public Hearing on December 5, 2023
- Escondido, City:** Water and Wastewater Rate Study – Public Hearing on October 18, 2023
- Phelan Pinon Hills CSD:** Water Rate Study – Public Hearing on October 11, 2023
- Calaveras County Water District:** Water and Wastewater Rate Study – September 2023
- Trabuco Canon Water District:** Water and Wastewater Rate Study – June 2023
- Chino Hills, City:** Water and Wastewater Rate Study – June 2023
- Leucadia Wastewater District:** Wastewater Rate Study – June 2023, 2018
- Helix Water District:** Water Rate Study – April 2023
- Santa Fe Irrigation District:** Water Rate Study – March 2023
- Temescal Valley Water District:** Water / Recycled / Sewer Study – January 2023, 2022, 2021
- Rubidoux CSD:** Water / Recycled / Wastewater Rate Study – 2022
- Citrus Heights Water District:** Water Rate Study – 2022, 2021, 2020
- Galt, City:** Water / Wastewater Rate – 2022
- Livermore, City:** Water Rate Study – 2022
- Delta Diablo:** Wastewater / Recycled Water Rate Study / Capacity Fees – 2022, 2021, 2020
- Rainbow Municipal Water District:** Water and Wastewater Rate Study – 2022, 2021, 2017
- Elsinore Valley Water District:** Water and Wastewater Rate Study – 2021, 2019
- Roseville, City:** Water / Wastewater / Solid Waste Rate Study – 2021, 2019, 2017
- East Valley Water District:** Water / Wastewater Rate Study – 2021, 2015



Lauren Demine - IB Consulting - Senior Consultant

Lauren's primary focus is on database management and excel modeling. Utility models require significant data analysis for developing new rate structures, changes in tiers, and reviewing consumption trends. Her proficiency provides the ability to identify issues with the data, solutions for addressing anomalies, and modeling customer rate impacts.

Education

San Bernardino State University
MA in Geology

Expertise

Utility Financial Planning
Utility Rate Consulting
Capacity Fees
Data Analytics
Rate Impacts

Industry Involvement

WEF Member

Work Experience - 6 Yrs

IB Consulting LLC: (2021 – Present)
Senior Consultant
Raftelis: (2017 – 2021)
Senior Consultant
3EOVision: (2007 – 2017)
Senior Staff Geophysicist
3eoConcepts, Inc.: (2005 – 2007)
Staff Geologist

Proficiency

Data Management
Excel Modeling
Presentations
Technical Writing

Publications

SCEC Annual Meeting – Summer 2016
Geophysical Characterization of Twelve CSMIP Stations Sites in Riverside County, Ca.

Recent Project Experience - (Abbreviated for Proposal)

- Sierra Madre, City:** Water and Wastewater Rate Study – Public Hearing on December 12, 2023
- Fustin, City:** Water Rate Study – Public Hearing on December 5, 2023
- Phelan Pinon Hills CSD:** Water Rate Study – Public Hearing on October 11, 2023
- Calaveras County Water District:** Water and Wastewater Rate Study – September 2023
- Grabuco Canon Water District:** Water and Wastewater Rate Study – June 2023
- Chino Hills, City:** Water and Wastewater Rate Study – June 2023
- Gemescal Valley Water District:** Water / Recycled / Sewer Study – January 2023
- Leucadia Wastewater District:** Wastewater Rate Study – June 2023
- Citrus Heights Water District:** Water Rate Study – 2022, 2021
- Livermore, City:** Water Rate Study – 2022
- Borrego Water District:** Water / Wastewater Rate Study – 2021
- Crescenta Valley Water District:** Water Rate Study – 2021
- Industry Public Utilities:** Water Rate Study – 2021
- Poway, City:** Wholesale Water Rate Study – 2021
- Redlands, City:** Water / Wastewater / Non-Potable Rate Study – 2021
- Rancho California Water District:** Water / Wastewater Rate Study Update – 2021
- San Geronio Pass Water Agency:** Water Financial Plan – 2021
- Beaumont-Cherry Valley Water District:** Water / Recycled Water Rate Study – 2020
- Coastside County Water District:** Water Rate Study Update – 2020
- Urvine Ranch Water District:** Water / Wastewater COS & Rate Design Study – 2020
- Malibu, City:** Wastewater / Recycled Water Rate Study Update – 2020
- San Clemente, City:** Wastewater Rate Study – 2020
- San Jacinto, City:** Water / Wastewater Rate Study – 2020
- Monterey Peninsula Water Management District:** Water Rate Survey – 2019, 2020

Trabuco Canyon Water District - Water and Wastewater Rate Study

Contact: Fernando Paludi, General Manager

Phone / Email: 310.953.2723 / fpaludi@tcwd.ca.gov

Last Completed Study: 2023



The previous rate study was completed in 2020 and set rates through FY 2025. However, the District determined a new rate study was required due to unforeseen increases in operational costs and a significant increase in capital costs due to the recent years of hyper-inflation. One of the primary focus points of the 2023 rate study was to have the Board fully engaged from the inception of the study. Habib and Andrea held a Policy and Rates 101 Workshop with the Board to identify rate objectives, review existing reserve policies and recommended adjustments, and rate alternatives to evaluate.

The District required significant increases for both water and wastewater to meet bond covenants, fully-fund its capital needs, and build-up reserves to satisfy its reserve policies. With the required increases, it was critical to clearly identify the primary drivers of the rate increases and options available to the District Board for smoothing out rates over the five-year rate schedule. Options included, adjustments to capital spending, debt-financing, and fixed charges on the property tax bill.

East Valley Water District - Water / Wastewater Rate Study

Contact: Brian Tompkins, CFO

Phone / Email: 909.381.6463 / btompkins@eastvalley.org

Last Completed Study: 2021



Habib and Andrea completed a comprehensive study to update water rates and establish new wastewater rates. The District has multiple water supplies and we developed budget-based tiered rates that correlated to the District's various water supplies with local water used for tier 1 and purchased water for the higher tiers. The District is also currently constructing its own wastewater treatment plant (Sterling Natural Resource Center), and it's expected to be online by January 2024. We worked with District staff to restructure their wastewater rates to reflect the new wastewater treatment plant operational costs. The District's previous wastewater treatment rates were a direct pass-through of the City of San Bernardino rates. With the District's new treatment plant coming online, the restructured treatment rates reflect the District's characteristics instead of the City of San Bernardino.

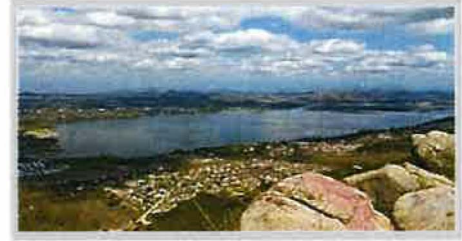
References (cont.)

Elsinore Valley MWD - Water / Recycled / Wastewater Rate Update

Contact: Robert Hartwig, CPA - Assistant General Manager

Phone / Email: 951.674.3146 Ext. 8242 / rhartwig@evmwd.net

Last Completed Study: 2021, 2023



Habib and Andrea recently completed a comprehensive cost-of-service study for the District's wastewater rates in 2023. The study reviewed wastewater rate alternatives for residential customers including flat charges, variable rates based on each account's winter average, variable rates based on water usage with a cap, and current wastewater rates that are tied to the District's indoor water budget. If a customer requests a higher water indoor budget based on the number of people per household (pph) at 55 gallons per capita per day (gpcd), that same indoor usage would be used for determining expected flow and charges for wastewater. This wastewater rate structure has worked well for the District and minimized variance requests from customers. In addition, using the pph at 55 gpcd tied closely to residential customer's overall winter average.

In 2021, we completed an update to the District's budget-based water rates, and recycled rates which concluded with a Public Hearing on June 2021. The 2021 study included a review of consolidating the two water divisions known as Elsinore Division and Temescal Division. Temescal currently has lower rates, but capital costs are causing pressure on rates as Temescal is a smaller division. Through our analysis, it was determined that the consolidation of the two divisions could occur in FY 2025 during the next rate case.

Detailed Work Plan

As part of our Scope of Services, each task provides details regarding meetings and deliverables. Staff will be completely familiar with the models and their functionality through our frequent collaboration. The detailed scope below describes each task and sets forth how we envision working through this engagement.

Task 1: Data Collection and Kick-off Meeting

As part of project initiation, we will meet with staff to discuss the overall approach to the project, an initial timeline for completion, and identify key milestones. To ensure a productive kick-off meeting, we will first provide a data request of the items required for developing the financial plans, cost-of-service analyses, and corresponding rates. Ideally, the kick-off meeting will be scheduled two to three weeks after providing the data request to allow ample time to compile and review the data. Before our kick-off meeting, we will thoroughly review the most recent ACFR and capital-related documents. During our meeting, we will discuss the following items:

1. Questions we have regarding the data received.
2. Overview of each utility's current financial position and how the current rate structure is performing.
3. Capital needs with funding options.
4. Reserve policies.
5. Policy considerations, state mandates, and any regulatory requirements to address.
6. Rate alternatives to evaluate.



The kick-off meeting will conclude with an initial framework of the study, clear lines of communication between us and staff, and specific dates for scheduled meetings.

Meetings: One (1) kick-off webinar with staff.

Deliverable: Data request, agenda for kick-off discussion, and meeting minutes.

Task 2: Financial Plan Development

Financial planning incorporates numerous considerations besides projecting operating expenses.

Utilities need to account for changes in water demand driven by variations in usage and changes to flows for wastewater.

In addition, system reinvestment, reserves, and debt compliance also influence revenue needs in future years. Therefore, a comprehensive financial plan reviews various aspects of a utility.



We will review the revenue requirements to ensure all costs, including debt coverage and reserve funding are captured. We will include both historical financial performance and projected revenue requirements, including the CSD's long-term Capital Improvement Plan (CIP).

CAPITAL PLANNING

Developing a funding approach to the CSD's CIP is critical to ensure rates generate adequate revenue for maintaining and reinvesting in the utility systems. With the array of capital spending needs, identifying the timing of projects and sources of funding can generate various scenarios to consider as part of prioritizing short-term needs and long-term planning. Our model will incorporate the ability to select from different capital plan scenarios and toggle between each scenario to instantly review how the capital spending plan folds into the total revenue requirements and the level of future rate increases. Our modeling will include:

1. Projections of each utility's revenue needs for the next 20 years to capture any significant capital costs on the horizon.
2. Ability to develop and select up to five different CIP scenarios that may vary by the inclusion/exclusion of projects, estimated project costs, and project scheduling.
3. CIP funding sources, including existing reserves, capacity fees, grants, and debt financing.

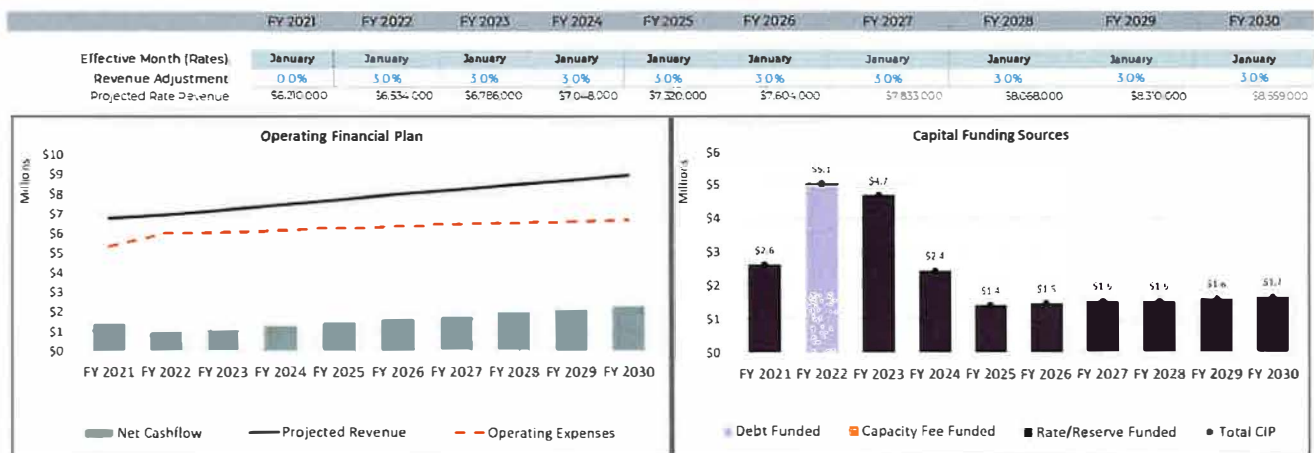
A sound capital facility funding plan is one of the primary ways to minimize rate spikes by slowly building up reserves for future capital needs and utilizing debt instruments to amortize major capital projects over the useful life of the improvements. Our capital planning assessment will provide a means to determine impacts on customers and show how certain scenarios can smooth out rates by adjusting the capital schedules.

REVENUE REQUIREMENTS

For each enterprise, we will develop a multi-year cash flow pro forma to determine revenue adjustments for the planning period. Expenses will be projected and will incorporate separate inflationary categories including, but not limited to, salaries, benefits, energy, and treatment costs. Historical financial data will provide a reference for expense trends and new line items added over the years.

Our financial plans will also include a revenue analysis for both utilities based on existing rates. We will calculate rate revenue using the raw billing data and compare it to actual revenues within the latest audited financials. Doing so will provide an initial quality assurance check that the raw billing data and units of service driving the updated model is fundamentally sound for forecasting future revenue needs. This will also allow us to model "what-if" scenarios with changes to growth, water demand, and changes to the wastewater units of service.

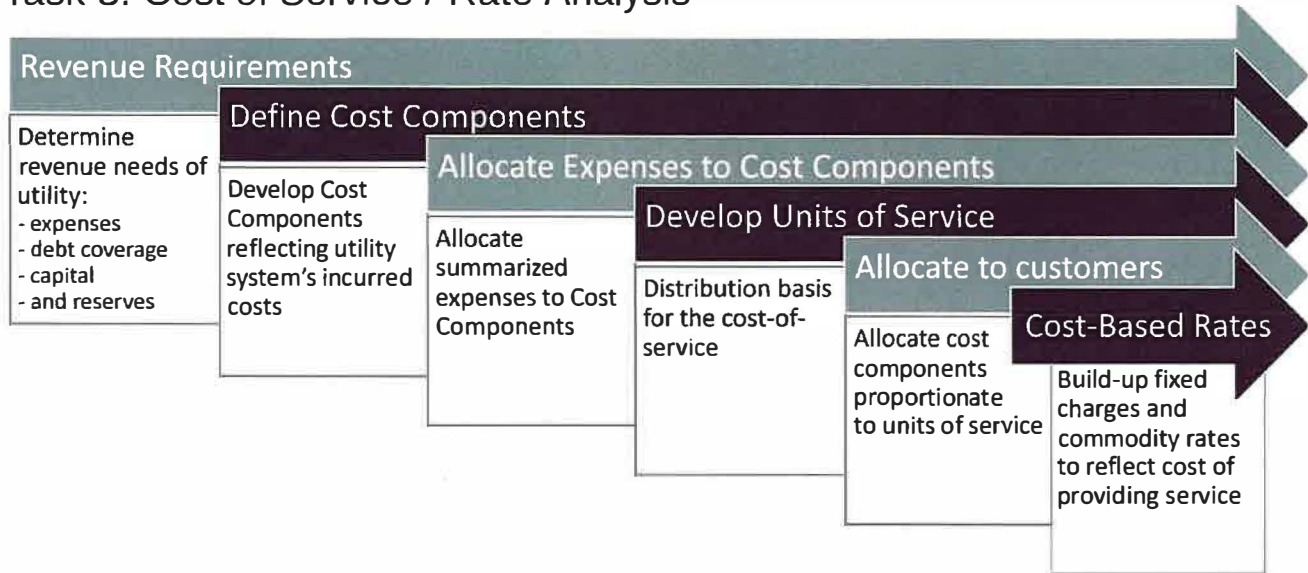
The financial plan models will include an infographic interface (Financial Dashboard) created with the end-user in mind. The Financial Dashboard will include, but will not be limited to, the current financial operating position and projected annual net income, required capital needs with funding sources, the current makeup of reserves, ending reserve balances, and toggles to dynamically change assumptions and compare scenarios. Our Financial Dashboards are a key element to our models and assist with communicating the financial health of the utilities.



Meetings: Webinars as needed to review financial plans. One webinar with the Board to review the updated Financial Plans

Deliverable: Financial plan model for each utility.

Task 3: Cost of Service / Rate Analysis



The cost-of-service analysis is a critical component of any rate study and directly ties to how rates will adjust, which ultimately impacts customer bills and provides a sound nexus between costs incurred and proposed rates. Through our discussions with staff at the kick-off meeting and our collaboration in developing the financial plans, the initial cost-of-service analysis will reflect feedback from staff. We will walk staff through the cost-of-service analysis, identify rate structure adjustments (if any), and derive new proposed rates. Discussion points will include:

1. Comparison of revenue recovered from fixed charges versus how much is recovered from variable rates and percent change from the current recovery. Adjustments between the fixed / variable split will be driven by identifying how cost recovery has shifted to enhance revenue sufficiency.
2. Sensitivity analysis with any changes to the rate structure and water demand projections, including customer impacts.
3. Proposition 218 compliance.
4. Customer bill impacts.

With the proposed rates completed and thoroughly discussed, a rate workshop will be held to discuss proposed rates and receive feedback from the CSD Board.

Each financial plan scenario and rate alternative will include impacts to customer bills for each utility. Doing so will provide insight to the CSD Board in selecting the most appropriate rate alternative.

Meetings: Webinars with staff to review cost-of-service analysis and corresponding rate alternatives.

Deliverable: Rate models for each utility.

TASK 4: Rate Workshop

With the proposed rates for each utility completed and thoroughly discussed with staff, a rate workshop will be held with the CSD Board. During the workshop, rate alternatives will be discussed as well as how each alternative impacts the CSD's short-term and long-term financial health. Customer impacts will also be included and discussed.



We will also include financial metrics for the CSD Board to consider when determining the best rate option for its constituency. Metrics include the percent of revenue recovery between fixed / variable, total revenue requirements for the next five years, and explanations regarding any rate structure adjustments. After receiving feedback from CSD Board, we will finalize rates for the report.

Meetings: Webinars with staff to review presentation material for the rate workshop. One Rate Workshop.

Deliverable: Presentation material.

Task 5: Rate Study Report

Once the analysis is completed and rates finalized, we will draft a report in compliance with Proposition 218 to serve as part of the administrative record. Our report will document assumptions, describe the methodology, and walk the reader through the underlying calculations that derive the updated water and wastewater rates. We will include an Executive Summary highlighting the primary drivers of any necessary revenue adjustments, financial plan review, and corresponding rates.

The final report includes all of the technical analysis as a backup to the proposed rates; however, we also focus on the readability of our reports to make sure it's easily digestible to the layperson. This is achieved by incorporating infographics that complement the narrative discussions and limiting the amount of technical jargon.

We recognize that the final report serves two purposes: 1) backup to our technical analysis and 2) a clear and concise story regarding the proposed utility rates. With this in mind, our reports are straightforward and easy to read.

Meetings: Conference calls as needed to finalize report.

Deliverable: Draft report and final report.

Task 6: Noticing and Public Hearing

We will review the Proposition 218 Notice to ensure it ties to our report and cost-of-service analysis. We will provide any required tables and incorporate graphics showing customer impacts. We will be in attendance at the Public Hearing to answer any technical questions and will provide a brief presentation, if desired, summarizing the report, our findings, and proposed rates.

Meetings: 1 in-person meeting to attend Public Hearing.

Deliverable: Final report and presentation, if requested.

Fee Proposal

Below is our not-to-exceed cost estimate for the scope of services outlined herein. We will bill monthly based on our hourly rates and travel expenses. In addition, the cost for printing and mailing the Proposition 218 notices are not included as part of the cost estimate provided below. We will work with staff to adjust the fee schedule if any changes to the detailed scope or number of meetings are requested.

Tasks	Description	Meetings		H. Isaac	A. Boehling	L. Demine	Estimate d Hours	Total Cost
		Onsite	Webinar	Principal \$235	Principal \$235	Sr. Consultant \$190		
1	Data Collection and Kick-Off Meeting			12	12	16	40	\$8,680
2	Financial Plan Development		2	8	64	-	72	\$16,920
3	Cost-of-Service / Rate Analysis		2	28	28	8	64	\$14,680
4	Rate Workshop		1	8	4	-	12	\$2,820
5	Rate Study Report			40	8	4	52	\$12,040
6	Noticing and Public Hearing	1		8	4	-	12	\$2,820
	Travel Expenses (Public Hearing)							\$963
Total		1	5	104	120	28	252	\$58,923

Hourly Rate Schedule

Principal

\$235 / Hr

Sr. Consultant

\$190 / Hr



November 9, 2023

Vanessa Stevens
General Manager
Stallion Springs Community Services District
27800 Stallion Springs Drive
Tehachapi, CA 93561

Subject: Proposal for Water and Wastewater Rate Study

Dear Ms. Stevens,

Water Resources Economics, LLC (WRE) is pleased to submit this proposal to Stallion Springs Community Services District (District) to conduct a Water and Wastewater Rate Study. WRE is well-qualified to provide this service. I have conducted hundreds of water and wastewater rate studies over the last 25 years throughout California and am an expert in developing rates that can withstand different financial and legal challenges in light of Proposition 218 requirements. Through this experience I've developed a strong understanding of the various technical, political, and regulatory standards associated with designing such rates.

I will serve as Project Manager and Nancy Phan and Charles Diamond will assist me as Project Analysts. Nancy and Charles each have over six years of experience conducting water and wastewater rates studies for public agencies in California. We have provided our resumes at the end of this proposal, which include our qualifications and a list of similar engagements we've successfully completed for other water and wastewater utilities.

It would be my pleasure to assist the District on this important project. If you have any questions, please contact me at 213-327-4405 or by email at sgaur@water-economics.com

Sincerely,



Sanjay Gaur
Principal Consultant
Water Resources Economics, LLC

Scope of Services

TASK 1: PROJECT MANAGEMENT AND INITIATION

Project Kickoff

WRE will conduct a virtual kickoff meeting with District staff to review the financial, legal, and political landscape of adopting water and wastewater rates. In advance of the kickoff meeting, WRE will provide a data request list to District staff describing data items needed to conduct the study. WRE will also prepare a kickoff meeting presentation in Microsoft PowerPoint in advance of the meeting and will draft meeting minutes afterwards. Topics to be discussed during the kickoff meeting include the scope of services, the project schedule, project roles and responsibilities, the data request list, and any other concerns that District staff may have. We will discuss the District's current water and wastewater rate structure and any other District-specific considerations.

Project Management

Task 1 also includes ongoing project management duties. To adhere to the project schedule, the WRE team will work to schedule meetings with District staff well in advance of the target meeting date and will follow up regularly with District staff regarding outstanding action items. We will maintain an up-to-date project schedule to ensure strong mutual understanding of project status at all times. Our project management approach stresses the importance of frequent and open communication via phone and email between District staff and the WRE project team.

Meetings: One virtual kickoff meeting with District staff

Deliverables: Data request list in Microsoft Word, kickoff meeting presentation in Microsoft PowerPoint, kickoff meeting minutes in Microsoft Word

TASK 2: FINANCIAL PLAN DEVELOPMENT

WRE will develop two Excel-based financial plan models to assess the financial health of the District's water and wastewater enterprises (i.e., one model for each enterprise). We will evaluate and recommend revenue adjustments (i.e., rate increases) to ensure long-term fiscal sustainability for each enterprise. WRE will work with District staff to forecast expenses and revenue requirements over a five-year (or ten-year, if desired) planning horizon. Projecting revenue adjustments over a multi-year planning horizon illustrates future rate impacts and potential challenges to the District's financial health so it can plan expenses, monitor reserve balances, and/or schedule capital projects to smooth rate impacts. We strive for smooth revenue adjustments and minimal rate impacts while achieving long-term revenue goals. For example, strategic timing of capital expenditures and the use of reserve funds can help mitigate rate fluctuations.

WRE understands the importance of developing a user-friendly, flexible model that the District can use for future financial planning. All our models include a financial plan dashboard as a standard feature with the following:

Water and Wastewater Rate Study

Stallion Springs Community Services District

- Flexibility to change many assumptions such as CIP levels and the magnitude and timing of revenue adjustments
- Error-flagging of problematic results such as failure to meet debt coverage, below target reserves, etc.
- Sensitivity analyses and various “what-if” scenario assessments, so that impacts can be viewed instantaneously with built in-screen graphics

The dashboard is an effective tool to visually assess how each assumption or scenario impacts the financial plan so that decisions regarding revenue adjustments, capital financing, and reserve balances can be made quickly. WRE will hold up to four virtual meetings with District staff to review assumptions and finalize the financial plan to be used to calculate rates. The ultimate goal of the financial plan task is to quantify the total annual water and wastewater rate revenue requirements over the multi-year rate-setting period.

Meetings: Up to four virtual meetings with District staff

Deliverables: Water and wastewater financial plan models in Microsoft Excel

TASK 3: COST-OF-SERVICE ANALYSES

The water cost-of-service analysis will be conducted in accordance with industry standards and methodologies outlined in the *M1 Principles of Water Rates, Fees, and Charges, 7th Edition* manual published by the American Water Works Association (AWWA). More specifically, the water cost-of-service analysis will utilize the AWWA-approved Base-Extra Capacity method, which focuses on different water usage patterns (or peaking factors). The wastewater cost-of-service analysis will be conducted in accordance with industry standards and methodologies outlined in the *Manual of Practice No. 27: Financing And Charges for Wastewater Systems, 4th Edition* published by the Water Environment Federation (WEF).

The cost-of-service analyses are necessary to ensure a strong nexus between the costs incurred by the District and the rates charged to customers for water and wastewater service. The cost-of-service analyses will be utilized to allocate the water and wastewater rate revenue requirements (identified in Task 2) to “cost causation components” and then to the associated rates and charges. This ensures that customers will be charged commensurate with the cost incurred by the District to provide water and wastewater services, as required by Proposition 218. WRE will hold up to two virtual meetings with District staff to review the cost-of-service analyses.

Meetings: Up to two virtual meetings with District staff

Deliverables: Water and wastewater cost-of-service analyses in Microsoft Excel

TASK 4: RATES DEVELOPMENT

WRE will develop Excel-based water and wastewater rate models, which will be used to calculate water and wastewater rates based on the rate revenue requirement determination

Water and Wastewater Rate Study

Stallion Springs Community Services District

from Task 2 and cost-of-service allocations from Task 3. The rate models will be utilized to calculate proposed water and wastewater rates for a period of up to five years. The rate models will utilize industry-standard methodologies based on AWWA and WEF guidance and will include sample bill comparisons to evaluate the impact of the proposed rate changes on customers. Preliminary rates will be reviewed with District staff during up to four virtual meetings.

The rate models will be set up to calculate water and wastewater rates based on rate structure options identified by District staff and WRE prior to commencement of Task 3 (ideally during the kickoff meeting). The District's current water rate structure includes fixed charges based on meter size and two-tier volumetric rates for both residential and commercial customers. The District's existing wastewater rate structure includes fixed charges only for residential customers but is based on the number of fixture units/water-consuming appliances for commercial customers. WRE will work closely with District staff to evaluate the appropriateness of the existing rate structures and recommend potential changes for consideration.

Meetings: Up to four virtual meetings with District staff

Deliverables: Water and wastewater rate models in Microsoft Excel

TASK 5: BOARD MEETING PRESENTATION

WRE will virtually attend one Board Meeting to present the preliminary study results to the Board of Directors. WRE will develop a PowerPoint to be presented at the Board Meeting that includes a discussion of the proposed water and wastewater financial plans, cost-of service analyses, rate calculations, and bill impacts. District staff will have an opportunity to review and request changes to WRE's draft PowerPoint presentation in advance of the Board Meeting. WRE will be prepared to answer any questions that the Board of Directors may have. The overall goal of the Board Meeting is for the Board of Directors to authorize District staff to proceed with a Proposition 218 public hearing process to adopt water and wastewater rates. WRE will be available to attend the Board Meeting in person rather than virtually if requested by District staff. However, the additional costs associated with in-person meeting attendance are not included in our cost proposal and would require a contract amendment or change order.

Meetings: One Board Meeting (attended virtually by WRE)

Deliverables: Presentation materials in Microsoft PowerPoint

TASK 6: REPORT DEVELOPMENT

WRE will draft a water and wastewater rate study report that provides a detailed overview of the rate study results and recommendations. The report will highlight the major issues and decisions reached during the rate development process. It will provide detailed explanations of the financial plan projections, cost-of-service analyses, and proposed rate calculations. The primary purposes of the study report are to provide transparency and improve legal defensibility. District staff and legal counsel will review and provide input on the draft report,

Water and Wastewater Rate Study

Stallion Springs Community Services District

which WRE will incorporate into a final report version. If necessary, WRE will schedule up to one virtual meeting with District staff and legal counsel to discuss comments and feedback on the draft report. Based on District staff preference, WRE will either develop a single combined report or separate standalone reports for water and wastewater.

Meetings: Up to one virtual meeting with District staff

Deliverables: Draft and final reports in Microsoft Word and/or PDF format

TASK 7: PROPOSITION 218 PUBLIC HEARING SUPPORT

Prior to the Proposition 218 public hearing, WRE will review the draft public hearing notice developed by District staff. WRE will attend the public hearing virtually and be available to answer any questions from the Board of Directors or the public that may arise during the public hearing. If requested by District staff, WRE will also prepare a PowerPoint presentation and present a summary of the rate study results at the public hearing. In addition, WRE will provide guidance on how to conduct the Public Hearing based on best practices and past experiences with other public water agencies in California. WRE will be available to attend the public hearing in person rather than virtually if requested by District staff. However, the additional costs associated with in-person meeting attendance are not included in our cost proposal and would require a contract amendment or change order.

Meetings: One Proposition 218 public hearing (attended virtually by WRE)

Deliverables: Presentation materials in Microsoft PowerPoint

Water and Wastewater Rate Study
Stallion Springs Community Services District

Proposed Fee

WRE proposes to complete the proposed scope of services based on the fee table shown below, with a not-to-exceed fee of \$59,750. WRE will invoice the District based on time and materials. Sanjay Gaur, the Project Manager, has an hourly billing rate of \$275 per hour. The Project Analysts have an hourly billing rate of \$180 per hour. The proposed fee shown below is based on the assumption that attendance at all meetings will be virtual. If District staff requests that WRE attend any meetings in person, a change order will be necessary (estimated at \$3,760 per meeting to cover reimbursable travel expenses and for Mr. Gaur to travel from Los Angeles to Tehachapi).

Task	Number of Meetings		Billable Hours		Reimbursable Expenses
	Virtual Meetings	In-person Meetings	Project Manager	Project Analyst	
Required Tasks					
Task 1: Project Management and Initiation	1	0	5	8	\$0
Task 2: Financial Plan Development	4	0	6	80	\$0
Task 3: Cost-of-Service Analyses	2	0	4	40	\$0
Task 4: Rates Development	4	0	6	60	\$0
Task 5: Board Meeting Presentation	1	0	4	6	\$0
Task 6: Report Development	1	0	5	80	\$0
Task 7: Proposition 218 Public Hearing Support	1	0	4	6	\$0
Total	14	0	34	280	\$0

Fee Details

Hourly Billing Rate - Project Manager: \$275

Hourly Billing Rate - Project Analyst: \$180

Water and Wastewater Rate Study

Stallion Springs Community Services District

Resume – Sanjay Gaur, Principal Consultant

PROFILE

Sanjay Gaur has more than 25 years of financial and rate consulting experience with water and wastewater utilities and has served as a consultant to more than 100 agencies in Arizona, California, Nevada, and the Caribbean. He has provided his insight into utility rate and conservation-related matters through articles in *Journal AWWA* and other publications and served as an expert source on rates development quoted in the *Los Angeles Times* and *New York Times*. He has co-authored several industry guides, including *AWWA’s Manual M1 Principles of Water Rates, Fees and Charges, 7th Edition*; *AWWA’s Water Rates, Fees, and the Legal Environment, Second Edition*; and *Water and Wastewater Finance and Pricing: The Changing Landscape*. He is a member of AWWA’s Rates and Charges Committee. Mr. Gaur was a Peace Corps volunteer in Bulgaria. He holds a master’s degree in Applied Economics from UC Santa Cruz and a Master in Public Administration - International Development from the Kennedy School of Government, Harvard University.

TECHNICAL SPECIALTIES

Financial analysis	Capacity fee studies
Cost of service studies	Public Outreach
Conservation rate structure design	Prop 218 Logistics

PROFESSIONAL HISTORY

- **Water Resources Economics, LLC**, Principal Consultant (2021-present)
- **Raftelis Financial Consultants, Inc.**, Vice President (2015-2021); Senior Manager (2012-2014); Manager (2009-2012)
- **Red Oak Consulting**, Division of Malcolm Pirnie (2007-2009)
- **MuniFinancial** (2005-2006)
- **A & N Technical Services** (1999–2003)
- **United States Peace Corps**, Bulgaria (1995-1997)

EDUCATION

Master in Public Administration - International Development, Kennedy School of Government - Harvard University (2003)

Master of Science, Applied Economics - University of California, Santa Cruz (1994)

Bachelor of Arts, Economics and Environmental Studies - University of California, Santa Cruz (1992)

RECENT PROJECT EXPERIENCE

- | | |
|---|---|
| - Alameda County Water District (CA) - Financial Plan Study and Annual Updates, Conservation Tiered Rate Feasibility Analysis, Drought Rate Study, | Water Cost of Service and Rate Study, and other Ad-hoc Support |
| | - Amador Water District (CA) – Water and Wastewater Rate Study |

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- **American Water Company (CA)** - Water Rate Study
- **City of Buckeye (AZ)** – Water Rate Study and Capacity fee
- **Borrego Water District (CA)** – Financial Planning Study, Groundwater Sustainability Plan, Water Rate Study, and Basin Management Evaluation
- **City of Calexico (CA)** - Water and Sewer Rate Study
- **City of Camarillo (CA)** – Water and Wastewater Rate Study, Financial Plan Study, and Cost of Service Study,
- **Carpinteria Sanitary District (CA)** – Sewer Rate and Fee Study
- **Castaic Lake Water Agency (CA)** – Wholesale Water Rate Study, Drought Rates, Rate Analysis, and Facility Capacity Fees
- **Central Basin Municipal Water District (CA)** – Financial Plan
- **City of Chino (CA)** – Water Budget Rate Design, Financial Plan Study and Cost of Service and Rate Design
- **City of Chowchilla (CA)** – Water and Wastewater Rate Study
- **Coastside County Water District (CA)** – Water Rate Study
- **Contra Costa Water District (CA)** – Financial Plan Study, Water Rate Study and Drought Rates Study
- **City of Corona (CA)** – Water Budget Rate Study, Wastewater Capacity Fees Study
- **Cucamonga Valley Water District (CA)** – Financial Plan, Water Conservation Rate Study, and Drought Rates
- **East Bay Municipal Utility District (CA)** – Water and Wastewater Cost of Service and Rate Study
- **Eastern Municipal Water District (CA)** – Water Budget Study and Financial Plan Study
- **East Orange County Water District (CA)** - Water Budget Study, Sewer Capacity Fees Study, and Financial Plan Study
- **Elsinore Valley Municipal Water District (CA)** – Financial Model, Drought Rate Analysis, Water and Recycled Water Rate Study, Capacity Fee Study, and Wastewater Rate Study
- **El Toro Water District (CA)** – Water Budget Study and Recycled Water Financial Plan Study
- **City of Escondido (CA)** – Water and Wastewater Rate Study and Capacity Fees Study
- **Fallbrook Public Utilities District (CA)** – Water, Wastewater and Recycled Water Rate Study
- **City of Florence (AZ)** – Water and Wastewater Rate Study
- **City of Gilbert (AZ)** – Fire Financial Plan
- **City of Glendora (CA)** – Water Budget Feasibility Study
- **City of Gridley (CA)** – Water Rate Study
- **Helix Water District (CA)** – Water Rate and Cost of Service Study
- **Hi-Desert Water District (CA)** – Water Rate Study
- **City of Hollister (CA)** - Sewer Rate and Impact Fee Study, Water Rates Study, and Capacity Fee Study
- **City of Huntington Beach (CA)** - Sewer Rate Study, Water Budget Rate Study, and Financial Plan Study
- **Imperial County Gateway County Service Area (CA)** – Water and Wastewater Rate Study
- **Indio Water Authority (CA)** - User Fee Study and Water Rate Study
- **Inland Empire Utilities Agency (CA)** – Conservation Rate Structure Workshop and Financial Plan Study
- **Inyo County Water Department (CA)** – Water Rate Study

Water and Wastewater Rate Study

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- **Irvine Ranch Water District (CA)** - Conservation Study
- **Jurupa Community Services District (CA)** – Water Budget Study
- **La Habra Heights County Water District (CA)** – Wheeling Rate Study and Financial Plan Study
- **La Puente Valley County Water District (CA)** – Water Rate and Fee Study
- **Las Virgenes Municipal Water District (CA)** – Water Budget Rate Study, Water, RW and WW Financial Plan and Rate Studies, Capacity Fees Study
- **City of Livermore (CA)** – Water Cost of Service Study
- **City of Livingston (CA)** - Water Rate Study
- **City of Lomita (CA)** - Water Rate Workshop
- **City of Long Beach (CA)** - Water, Recycled Water and Wastewater Financial Plan and Rate Studies
- **Los Alamos Community Services District (CA)** – Water and Wastewater Rate Study
- **Los Angeles Department of Water and Power (CA)** - Daily Demand Estimates
- **City of Lynwood (CA)** - Cost Allocation Plan
- **City of Malibu (CA)** – Wastewater and Recycled Water Rate Study
- **Mammoth Community Water District (CA)** – Water Rate Study
- **City of Merced (CA)** - Water and Sewer Rate and Impact Fee Study
- **Mesa Consolidated Water District (CA)** – Financial Plan Study, Cost Comparison Study, Water and Recycled Water Cost of Service and Rate Design Study
- **Metropolitan Water District of Southern California (CA)** – Drought Allocation Model, Long Range Financial Plan, and Cost of Service Evaluation
- **Mill Valley - Tamalpais Community Services District (CA)** – Financial Plan Study
- **Mojave Water Agency (CA)** – Financial Plan Study, Financial Impact Analysis for Water Exchange and Leasing Programs and Water Reliability Rate Development
- **Modesto Irrigation District (CA)** – Stormwater Fee Study
- **Monterey Peninsula Water Management District (CA)** - Water Budget Study
- **Municipal Water District of Orange County (CA)** - Conservation Potential Study and Rate Study
- **City of Newport Beach (CA)** – Water Rate Study
- **City of Palo Alto (CA)** – Water Cost of Service and Rate Study
- **Pasadena Water and Power (CA)** - Water Cost of Service and Rate Design Study
- **Placer County Water Agency (CA)** – Cost of Service, Rate, and Financial Plan Study
- **City of Pomona (CA)** – Rate Study
- **City of Port Hueneme (CA)** - Water and Solid Waste Rate Study
- **City of Orange (CA)** – Water and Sanitation Rate Study
- **Rancho California Water District (CA)** – Water Budget Rate Study, Water Demand Offset Fees, Commercial Water Budget Revision Study, Alternative Water Supply Feasibility Analysis
- **City of Reno (NV)** – Wastewater Rate Study
- **City of Rio Vista (CA)** - Water and Sewer Rate and Impact Fee Study
- **Rubidoux Community Services District (CA)** – Rate Advisor
- **Salton Community Services District (CA)** – Sewer Rate Study

Water and Wastewater Rate Study

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- **San Benito County Water District (CA)** – Water Rate Study
- **City of San Clemente (CA)** – Water and Wastewater Rate Study
- **San Diego County Water Authority (CA)** - Indexing Model and Wholesale Water Rate
- **San Geronio Pass Water Agency (CA)** – Long Range Strategic Financial Plan
- **City of San Juan Capistrano (CA)** – Water Rate Study
- **Santa Clara Valley Water District (CA)** - Project Evaluation - Water Conservation Project
- **Santa Clarita Water District (CA)** – Retail Water Rate Study
- **City of Santa Cruz (CA)** - Financial Plan, Water Budget Feasibility Analysis, Cost of Service and Rate Study, Drought Rate Study, Capacity Fees Update and Water Demand Offset Fees Analysis, and Alternative Water Supply Feasibility Analysis
- **Scotts Valley Water District (CA)** – Water and Recycled Water Rate Study
- **City of Shasta Lake (CA)** – Water Rate Study and Water and Wastewater Capacity Fee Study
- **City of Sierra Madre (CA)** – Water and Sewer Rate Study
- **City of Signal Hill (CA)** – Water Rate and Cost of Service Study
- **City of Simi Valley (CA)** – Sewer Rate Study
- **Soquel Creek Water District (CA)** – Water Rate Structure Study
- **South Coast Water District (CA)** – Water Budget Assessment
- **South Mesa Water Company (CA)** – Rate Structure and Recycled Water Rate Study
- **City of South Gate (CA)** - Water Impact Fee
- **Sunnyslope County Water District (CA)** – Water Rates and Capacity Fees
- **Temescal Valley Water District (CA)** – Water and Sewer Rate Study and Capacity Fee Study
- **Trabuco Canyon Water District (CA)** – Water Rate Study
- **City of Thousand Oaks (CA)** – Water and Wastewater Cost of Service and Financial Plan Study
- **City of Ventura (CA)** – Water and Wastewater Rate Study
- **City of Vista (CA)** - Sewer Rate and Connection Fee Study
- **Walnut Valley Water District (CA)** - Water Rate Study
- **City of Watsonville (CA)** – Utility Enterprise Rate Study
- **Western Municipal Water District (CA)** - Financial Plan, Capacity Fees, and Water Budget Rate Studies
- **Yorba Linda Water District (CA)** - Sewer and Water Budget Rate Study, Financial Plan Study, and Cost of Service Rate Study
- **Zone 7 Water Agency (CA)** – Cost of Service Study and Water Rate Study Update

PUBLICATIONS

- Wittern, M., Gaur, S., “**Protecting Against Water Rate Challenges with the Equivalent of Bear Spray,**” *Journal – American Water Works Association*, March 2022, Volume 114, Issue 2
- Harmon, K., Mukherjee, M., Gaur, S., Atwater D., “**Evaluating Water Saving from Budget-Based Tiered Rates in Orange County, California,**” *Water Economics and Policy*, 2021, Volume 07, No. 2, 2150007

Water and Wastewater Rate Study

Stallion Springs Community Services District

- Gaur, S., Smith, V., Kostiuk, K., “**Mandates and Messaging: How Californians Responded to the State’s Historic Drought,**” *Journal – American Water Works Association*, March 2019, Volume 111, Number 3.
- Gaur, S., Magu, D. “**California Water Rate Trends: Maintaining Affordable Rates in a Volatile Environment,**” *Journal – American Water Works Association*, September 2017, Volume 109, Number 9.
- Contributing Author to “**M1 Principles of Water Rates, Fees and Charges**” 7th Edition, American Water Works Association, 2017.
- Gaur, S., Giardina, R.D., Kiger, M.H., Ziebertz, W., “**Committee Report: Ripples from the San Juan Capistrano Decision,**” *Journal – American Water Works Association*, September 2016, Volume 108, Number 9.
- Gaur, S., Alikhan, A., Kostiuk, K. “**The Drought is over – Now is the time to develop drought rates,**” *CSMFO Magazine*, July 1, 2016.
- Gaur, S., Alikhan, A., Crea, J. “**Developing Drought Rates: Why Agencies Should Prepare for a Not-So-Rainy Day,**” January 2016, Volume 108, Number 1.
- Gaur, S., Isaac, Habib “**There's Opportunity in the San Juan Capistrano Rates Decision,**” Source California-Nevada Section AWWA, Fall 2015, Volume 29, Number 4.
- Gaur, S., Atwater, D., “**California Water Rate Trends,**” *Journal – American Water Works Association*, January 2015, Volume 107, Number 1.
- Contributing Author to “**Water and Wastewater Finance and Pricing: The Changing Landscape,**” 4th Edition, 2015, CRC Press, Editor: George Raftelis.
- Gaur, S., Atwater, D., Cruz, J., “**Why do Water Agencies need Reserves?**” *Journal – American Water Works Association*, November 2014, Volume 106, Number 11.
- Gaur, S., Atwater, D., Lee, J., “**Conservation Rates Offer Options,**” CA/NV Section of American Water Works Association, Spring 2014, Volume 28, Number 2.
- Gaur, S., Lim, B., Phan, K., “**California Water Rate Trends,**” *Journal – American Water Works Association*, March 2013, Volume 105, Number 3.
- Contributing Author to “**Water Rates, Fees and the Legal Environment,**” 2nd Edition, American Water Works Association, 2010 Editor: C.(Kees) W. Corssmit.
- Hildebrand, M. Gaur, S. and Salt, K. “**Water Conservation Made Legal: Water Budgets and California Law,**” *Journal of American Water Works*, 101:4 April 2009, p.85-89.
- Gaur, S. “**Policy Objectives in Designing Water Rates,**” *Journal of American Water Works*, 99:5 May 2007, p.112- 116.
- Gaur, S., “**Adelman and Morris Factor Analysis of Developing Countries,**” *The Journal of Policy Modeling*, Vol. 19, Issue 4, pp. 407-415, August 1997.

Resume – Nancy Phan, Senior Consultant

PROFILE

Nancy has over seven years of financial and rate consulting experience, working with water, wastewater, stormwater, and solid waste utilities primarily on the West Coast. She has assisted agencies on over 80 rate studies throughout her career. She has been published in the Journal AWWA (“The Power of Data to Improve Water Use Efficiency and Conservation”) and has presented at and organized several conferences, including the AWWA/WEF Young Professionals Summit, the Pacific Water Conference, and the Washington Association of Sewer & Water Districts Conference. She holds a Bachelor of Arts degree in Business Economics from UC Irvine and is currently based in Seattle.

Technical Specialties

- Excel-based financial models
- Cost of service studies
- Water, sewer, and solid waste rate design
- Technical report writing
- Proposition 218
- Data analysis

Professional History

- **Water Resources Economics, LLC**, Senior Consultant (2023-present)
- **Raftelis Financial Consultants, Inc.**, Manager (2022-2023); Senior Consultant (2020-2021); Consultant (2018-2019); Associate Consultant (2016-2017)

Education

- Bachelor of Arts, Business Economics - University of California, Irvine (2015)

Recent Project Experience

- **Amador Water Agency (CA)** – Water Cost of Service and Rate Study, Wastewater Cost of Service and Rate Study, Water Capacity Fees
- **Antelope Valley East Kern Water Agency (CA)** – Water Cost of Service and Rate Study Update
- **Carpinteria Valley Water District (CA)** – Water Cost of Service and Rate Study, Water Cost of Service and Rate Study Update
- **Central Contra Costa Sanitation District (CA)** – Wastewater Cost of Service and Rate Study Update, Capacity Fee Calculation
- **Coastside County Water District (CA)** – Water Cost of Service and Rate Study, Drought Rate Study, Water Cost of Service and Rate Study Update, Drought Rate Study Update
- **Contra Costa Water District (CA)** – Treated and Untreated Water Cost of Service and Rate Study
- **City of Corona (CA)** – Water Cost of Service and Rate Study
- **City of Covina (CA)** – Water Cost of Service and Rate Study
- **City of Escondido (CA)** – Water Cost of Service and Rate Study, Wastewater Cost of Service and Rate Study
- **City of Hayward (CA)** – Water Cost of Service and Rate Study, Water Cost of Service and Rate Study Update,

Water and Wastewater Rate Study

Stallion Springs Community Services District

- Wastewater Cost of Service and Rate Study, Water and Sewer Connection Fees, Water Drought Rates
- **King County Wastewater Treatment Division (WA)** – Wastewater Financial Model and Rate Design
- **City of La Habra (CA)** – Water Cost of Service and Rate Study, Wastewater Cost of Service and Rate Study
- **City of La Habra Heights (CA)** – Water Cost of Service and Rate Study
- **Madera County (CA)** – Groundwater Sustainability Agency Rate Study, Groundwater Sustainability Agency Rate Study Update
- **Marin Municipal Water District (CA)** – Water Cost of Service and Rate Study, Water Financial Plan Update
- **Montecito Water District (CA)** – Water Cost of Service and Rate Study
- **City of Monterey Park (CA)** – Water Cost of Service and Rate Study
- **City of Ontario (CA)** – Water and Recycled Water Cost of Service and Rate Study, Wastewater Cost of Service and Rate Study, Water and Recycled Water Cost of Service and Rate Study Update, Wastewater Cost of Service and Rate Study Update
- **City of Oxnard (CA)** – Water Cost of Service and Rate Study
- **City of Palo Alto (CA)** – Drought Rate Study Update, On-Call Financial Services
- **City of Pasadena (CA)** – Water Cost of Service and Rate Study
- **City of Pleasanton (CA)** – Water, Recycled Water, and Wastewater Cost of Service and Rate Study, Water, Recycled Water, and Wastewater Cost of Service and Rate Study Update
- **City of Pomona (CA)** – Water Cost of Service and Rate Study
- **City of Port Hueneme (CA)** – Water Cost of Service and Rate Study
- **Rainbow Municipal Water District (CA)** – Wastewater Cost of Service and Rate Study
- **City of Redlands (CA)** – Water, Wastewater, and Non-Potable Water Cost of Service and Rate Study
- **City of Reno (NV)** – Stormwater Financial Plan and Rate Design
- **City of San Gabriel (CA)** – Wastewater Property Tax Roll, Wastewater Property Tax Roll Update
- **City of Santa Cruz (CA)** – Water Cost of Service and Rate Study, Connection Fee Study, Wheeling Charge Calculation
- **City of Santa Fe Springs (CA)** – Water Cost of Service and Rate Study
- **Seattle Public Utilities (WA)** – Drainage and Wastewater Financial Model, Water Financial Model, Solid Waste Financial Model
- **Selma-Kingsburg-Fowler County Sanitation District (CA)** – Wastewater Cost of Service and Rate Study, Wastewater Cost of Service and Rate Study Update
- **Soquel Creek Water District (CA)** – Alternative Water Rate Design Evaluation
- **City of South Pasadena (CA)** – Water Cost of Service and Rate Study
- **Stanford University (CA)** – Water and Sewer Rate Analysis, Comprehensive Benchmarking Study
- **City of Tacoma (WA)** – Wastewater Cost of Service and Rate Study, Solid Waste Cost of Service and Rate Study, Solid Waste Cost of Service and Rate Study
- **City of Torrance (CA)** – Water Cost of Service and Rate Study
- **Vallejo Flood and Wastewater District (CA)** – Wastewater Cost of Service and Rate Study, Property Tax Roll Update,

Water and Wastewater Rate Study

Stallion Springs Community Services District

- Wastewater Cost of Service and Rate Study Update
- **Valley Water / Santa Clarita Valley Water District (CA)** – Recycled Water Cost Allocation Evaluation
- **County of Ventura (CA)** – Water Rate Studies (for four Waterworks Districts)
- **Walnut Valley Water District (CA)** – Domestic and Recycled Water Cost of Service and Rate Study
- **West Basin Municipal Water District (CA)** – Wholesale Drinking Water Rate Analysis
- **Zone 7 Water Agency (CA)** – Wholesale Treated Rate Study, Wholesale Untreated Rate Study, Wholesale Treated Rate Study Updates, Wholesale Untreated Rate Study Updates

Publications

- Armstrong, J., Harmon, K., Phan, N., “**The Power of Data to Improve Water Use Efficiency and Conservation,**” *Journal AWWA*, June 2017, Volume 109, No. 6.

Resume - Charles Diamond, Senior Consultant

PROFILE

Charles has more than six years of financial and rate consulting experience with water and wastewater utilities and has served as a consultant to more than 35 agencies in California. He has a passion for water management in California and has presented at multiple conferences, including the California Water Policy Conference and the AWWA California-Nevada Section Annual Fall Conference. Before he began his consulting career, Charles worked for The Nature Conservancy in California. He holds a Bachelor of Science degree in Environmental Economics and Policy from UC Berkeley and a Master of Environmental Science and Management degree in Water Resources Management from UC Santa Barbara. Charles is currently based in Los Angeles.

TECHNICAL SPECIALTIES

- Long-term financial plans
- Capacity fee studies
- Cost of service studies
- Excel-based financial models
- Rate design
- Data analysis

PROFESSIONAL HISTORY

- **Water Resources Economics, LLC**, Senior Consultant (2023-present)
- **Raftelis Financial Consultants, Inc.**, Manager (2023); Senior Consultant (2021-2022); Consultant (2019-2020); Associate Consultant (2017-2018)
- **The Nature Conservancy**, Science & Stewardship Practitioner (2013-2015)

EDUCATION

- Master of Environmental Science and Management – Water Resources Management, Bren School of Environmental Science & Management – University of California, Santa Barbara (2017)

Water and Wastewater Rate Study

Stallion Springs Community Services District

-Bachelor of Science, Environmental Economics and Policy - University of California, Berkeley (2013)

RECENT PROJECT EXPERIENCE

- **Alameda County Water District (CA)** - Financial Plan Study, Conservation Tiered Rate Feasibility Analysis,
- **Antelope Valley-East Kern Water Agency (CA)** – Annual Water Rate Update Studies
- **Antelope Valley State Water Contractors Association (CA)** – Replacement Water Assessment Study
- **Borrego Water District (CA)** – Water Rate Affordability Assessment
- **City of Brentwood (CA)** – Water and Wastewater Rate Study
- **City of Burbank (CA)** - Water Rate Study
- **Cucamonga Valley Water District (CA)** – Financial Plan, Water Conservation Rate Study, and Drought Rates
- **City of Dixon (CA)** – Water Rate Study
- **City of El Monte (CA)** – Water Rate Study, Water Cost Allocation Plan Study
- **Goleta Water District (CA)** – Water Rate Study
- **City of Huntington Beach (CA)** – Water Rate Study
- **National Water and Sewerage Authority of Grenada (Eastern Caribbean)** – Water and Sewer Rate Study
- **Olivenhain Municipal Water District (CA)** – Water Rate Study, Water Pass-Through Rate Annual Updates
- **Placer County Water Agency (CA)** – Cost of Service, Rate, and Financial Plan Study, Water Connection Charge Study
- **Rancho California Water District (CA)** – Water Capacity Fee Study, Water Rate Study
- **Sacramento Suburban Water District (CA)** – Water Rate Study
- **San Francisco Public Utilities Commission (CA)** – Water and Wastewater Rate Study
- **Inyo County Water Department (CA)** – Water Rate Study
- **Jurupa Community Services District (CA)** – Inland Empire Brine Line Rate Study
- **La Cañada Irrigation District (CA) (CA)** – Water Rate Study
- **Las Virgenes Municipal Water District (CA)** –Water, RW, and WW Financial Plan and Rate Studies
- **City of Lincoln (CA)** – Water Rate Study
- **City of Long Beach (CA)** - Water, Recycled Water, and Wastewater Financial Plan, Water and Wastewater Rate Survey
- **Marin Municipal Water District (CA)** – Miscellaneous Fee Study
- **Mojave Water Agency (CA)** – Financial Impact Analysis for Water Exchange and Leasing Programs
- **Municipal Water District of Orange County (CA)** – Core Service Charge Allocation Study
- **Santa Ana Watershed Project Authority (CA)** – Inland Empire Brine Line Rate Model, Inland Empire Brine Line Reserve Policy Study
- **Santa Clarita Valley Water Agency (CA)** – Water Capacity Fee Study
- **Santa Rosa Plain, Sonoma Valley, & Petaluma Valley Groundwater Sustainability Agencies (CA)** - Groundwater Sustainability Agency Fee Analysis and Rate Setting Services
- **Scotts Valley Water District (CA)** – Water and Recycled Water Rate Study
- **South Mesa Water Company (CA)** – Water Rate Study and Connection Fee Update

Water and Wastewater Rate Study

Stallion Springs Community Services District

- **City of Simi Valley/Ventura County Waterworks District No. 8 (CA)** - Water Rate Study
- **City of Sonoma (CA)** – Water Rate Study
- **City of Thousand Oaks (CA)** – Water and Wastewater Cost of Service and Financial Plan Studies
- **City of Ventura (CA)** – Water and Wastewater Rate Study, Water and Wastewater Annual Financial Plan Updates, Water Net Zero Fee Study
- **Victor Valley Wastewater Reclamation Authority (CA)** - Sewer Rate and Connection Fee Study
- **City of Watsonville (CA)** – Utility Enterprise Rate Study

Example Work / References

CITY OF SANTA CRUZ

Rosemary Menard, Water Director
Santa Cruz Water Department
RMenard@cityofsantacruz.com
(831) 420-5205

Mr. Gaur has assisted Santa Cruz Water Department since 2010. The City of Santa Cruz’s water use is one of the lowest in the United States. In addition, community members understand the scarcity of water and are sensitive to affordability concerns for low-end water users. Community members are active and demand that the water rates reflect these values. However, this translates into revenue instability for water enterprise, especially during water rationing in drought conditions. In addition, the water enterprise is undergoing an intensive capital refurbishment plan over the next 10 years. Water enterprise needs to issue debt and needs to show the rating agencies that they can meet these future obligations, especially given that 90% of the revenue is dependent on water sales. Mr. Gaur has successfully assisted the Water Department in meeting both goals, having water rates that reflect the scarcity and promote affordability, while demonstrating to the bond market it can meet future obligations. Mr. Gaur has successfully had the City adopt a five-year rate schedule, drought rates, and capacity fees.

Quote from Ms. Menard:

I have had several opportunities to work with Sanjay Gaur on utility financial planning over the last eight years and I greatly appreciate his comprehensive knowledge of utility financial planning and rate-making principles and practices. He works collaboratively with his clients, understands the difference between analysis and policy decisions, and facilitates effective engagement of utility staff, governing board policy makers, and community interests in financial planning and rate-making processes. Working with Sanjay is a strategy that any agency can use to “up their game” when it comes to the challenging public policy issues many utilities face today.

Water and Wastewater Rate Study

Stallion Springs Community Services District

PLACER COUNTY WATER AGENCY

Joseph H. Parker
Director of Financial Services
jhparker@pcwa.net
530-823-4875

Mr. Gaur has assisted Placer County Water Agency since 2015. The most significant rate study he conducted for the Agency was in 2017, where the agency had many different types of services and rates due to recent annexation of other local water utility service areas. Mr. Gaur assisted the Agency in developing a comprehensive cost-of-service study that showed the nexus of how the rates are determined for treated retail, treated wholesale, untreated retail, and untreated resale. The process was complicated by having to address the historical canal system developed during the California Gold Rush and the rationality of the miner's-inch rates for agriculture that sustained the cultural aspect of the county, while meeting state regulatory requirements. Mr. Gaur facilitated several workshops with Executive Staff and members of the Finance Committee and Board. The rates were adopted successfully in 2017.

Quote from Mr. Parker:

Over the years, Sanjay Gaur has been and continues to be an exceptional asset for my agency. I have collaborated with Sanjay for almost 15 years and have appreciated his original thinking, his preparedness, and his ability to facilitate technical discussions and quickly respond to detailed questions in a clear, articulate manner. I first met Sanjay soon after I became Chair of ACWA's Finance Committee and during my ten years as Chair, Sanjay's expertise was a source of support for ACWA members, as he led training sessions at ACWA's semi-annual conferences. Sanjay is a strong communicator supported by sharp analytical skills and a solution-focused attitude. His insight has been appreciated by my Board and gained him respect as our "go-to" resource.

WESTERN MUNICIPAL WATER DISTRICT

Kevin C. Mascaro
Director of Finance
kmascaro@wmwd.com
(951) 571-7160

Mr. Gaur has worked with Western Municipal Water District since 2007. He assisted the District on several financial and rate matters. The most significant study was the development and implementation of a water budget rate structure. The District moved from a uniform rate structure to a tiered water budget rate. The rate structure was successfully implemented, which helped the agency promote water efficiency, ensure affordability for essential use, and enhance revenue stability. In 2018, Western Municipal Water District had a rate challenge over its water budget rates. Mr. Gaur assisted the District in developing the legal arguments and the District prevailed in the lawsuit.

Water and Wastewater Rate Study
Stallion Springs Community Services District

Quote: Mr. Mascaro

For over a decade, Sanjay has provided wisdom to our agency in the formulation of water rates and capacity charge policies. His intelligence, personable character, and proven industry insight have benefited us greatly.

FALLBROOK PUBLIC UTILITY DISTRICT

Jack Bebee
General Manager
jackb@fpud.com
(760) 728-1125;1105

Mr. Gaur assisted the District in adopting a five-year rate schedule in 2017. The District was evaluating an alternative water supply to increase reliability and provide water for future development. Mr. Gaur developed the appropriate financial strategy. In addition, the District's service area has historically been mainly agricultural. Increased water costs and property values have made this industry vulnerable, which has increased the political climate of any rate increase. Mr. Gaur successfully worked with the Board in having the five-year rates adopted.

Quote from Mr. Bebee:

Sanjay played a critical role in getting our District on a solid financial footing through development of our financial plan and a five-year rate increase strategy. His ability to help explain the District's financial needs to both our governing board as well as a very engaged public was key to our successful implementation of a sustainable financial program.

Aerial view of Stallion Springs CSD
via Google Earth



STALLION SPRINGS CSD

Proposal for:

**Water and Wastewater Rate
Studies**

November 15, 2023



nbsgov.com



32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

nbsgov.com

November 15, 2023

Vanessa Stevens
General Manager
Stallion Springs CSD
27800 Stallion Springs Dr.
Stallion Springs, CA 93561

RE: Proposal for Water and Wastewater Rate Studies

Dear Ms. Stevens,

Thank you for the opportunity to provide a proposal for Stallion Springs CSD's Water and Sewer Utility Rate Study. Our proposal is structured to perform a comprehensive review of the current rates and rate structure, develop final recommendations, and clearly communicate the results to the District's customers. The study report will also provide the administrative record necessary to comply with Proposition 218. Some of the key benefits of our proposal include:

- **Ensuring Revenue Sufficiency and Stability:** NBS will review all revenue sources and develop a financial plan that will fully fund the District's operating, maintenance, and capital improvements costs, as well as meet other financial obligations, such as debt service requirements and adequate reserve levels. This will include a cost-of-service analysis and a review of the current rate structure to ensure revenue stability.
- **Defensibility and Meeting Legal Requirements:** NBS will provide the expertise required to navigate the requirements under Proposition 218 and other best methods to ensure new water and wastewater rates are defensible and in line with industry standards. Our ultimate goal is to ensure that the study recommendations are legally defensible, comply with industry standards, founded on reasonable assumptions, and designed to meet the broader objectives of the District and its ratepayers.
- **Support with the New Rate Adoption Process:** NBS will assist District staff in communicating the outcomes and recommendations of the study in presentations to the public and with the Board of Directors.

Please contact me at 800.676.7516 or via email at jtamargo@nbsgov.com if you have any questions or would like to discuss our professional qualifications further. We would genuinely like to work on this project and help Stallion Springs CSD move forward successfully.

Sincerely,

Jeremy Tamargo
Project Manager

Sara Mares
Director

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1 | COMPANY OVERVIEW



AT-A-GLANCE: HELPING COMMUNITIES FUND TOMORROW

27 YEARS In Business **100% ESOP** NBS is a 100% employee-owned S-Corporation

NBS HEADQUARTERS
32605 Temecula Pkwy | Suite 100
Temecula, CA 92592

SAN FRANCISCO REGIONAL OFFICE
870 Market Street | Suite 1223
San Francisco, CA 94102

CONTACT
Jeremy Tamargo | 800.676.7516
jtamargo@nbsgov.com

LEGAL NAME DBA **60 EMPLOYEES**
NBS Government Finance Group NBS

INDIVIDUAL AUTHORIZED TO NEGOTIATE AGREEMENT
Michael Rentner, President

Since 1996, NBS has supported California municipalities with the implementation and ongoing administration of local funding tools.

While the firm originally focused on Special Financing Districts (SFDs), specifically the formation and administration of special assessments and taxes, we have evolved with our clients' needs and now provide a full range of revenue consulting services. We focus on sustainable water and wastewater utility rate programs, cost allocation plans, cost recovery, and legally justified fee design. Across all practice areas, we have worked with more than **500 public agencies** to date, including cities, counties, school districts, utilities, and special districts.

Utility Rate Group

The NBS Utility Rate Group ensures your utility rates, system capacity fees, and financial plans provide an appropriate level of funding and are also justifiable in a fluid legal and regulatory environment.

500 STUDIES PERFORMED

We act as strong advocates for our many utility clients to ensure that rates and fees address the multitude of challenges facing each community. Just ask the municipalities where we have performed more than 500 studies!

PROP 218 COMPLIANT

Once study results are in, we support you through the Proposition 218 approval process. Working within legal and industry standards, we partner with you to implement solutions for the most challenging financial issues.



Throughout the process, we strive to educate the public, manage community expectations, and work within the often-confusing legal framework to develop the best solutions for your utility. Our analytical support and expert consultants help agency staff and legal counsel navigate the practical and legal challenges.

How NBS Stands Out



NBS' Overview of Rates, Fees and Charges. We believe in continuing education, not only for our own team, but also for our clients and municipal staff.

As industry leaders, we have a unique set of qualifications and experience in the work we perform. In that regard, we have published four booklets on related industry topics that can be downloaded at no charge at www.nbsgov.com/insights (click on NBS Publications). For a hard copy, please call 800.676.7516 or email contactnbs@nbsgov.com

Rates, Fees and Charges Compendium has received high regard and interest from industry professionals and precisely relates to the District's current needs.

Additional NBS publications include:

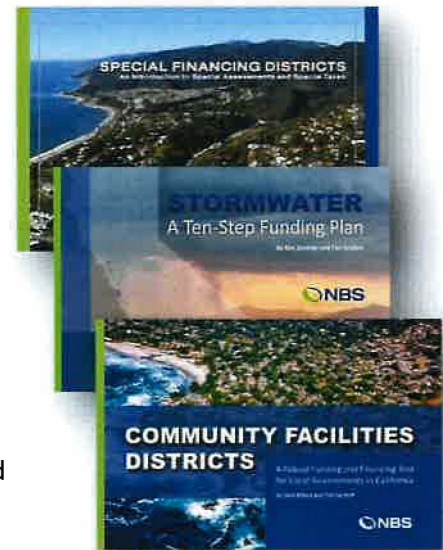
Special Financing Districts (SFDs) has been credited as the best publication on SFDs in a decade by prominent industry professionals.

Stormwater: A Ten-Step Funding Plan addresses the spectrum of stormwater needs in California. We have been asked to present this funding topic at CSMFO and FMA.

Community Facilities Districts (CFDs) explains this robust funding and financing tool for local governments.

To see a short video of our Utility Rate Group's consulting approach, please click on the link below:

<https://www.nbsgov.com/insights/challenges-today-in-setting-utility-rates/>



As communication is paramount, the NBS team developed the **CivicMic** platform, which focuses on providing collaborative governance services including outreach, public engagement, and adaptive management, bringing citizen voices into the governance process. Through our customized approach, we engage residents of diverse backgrounds for unique perspectives using social media and other collaborative activities.

2 | SCOPE OF SERVICES

Water Rate Study

NBS will work cooperatively with District staff, management and the Board of Directors, to develop a financial plan and rate recommendations that are well suited to the District's needs, are practical and implementable, and can be confidently defended from both a technical and legal perspective.

The scope of services NBS offers for completing the study is presented in this section. We will also be prepared to make adjustments during the course of the study to reflect the direction of District staff and stakeholders as the study progresses. NBS will provide the leadership necessary to guide you through the various options, key concerns, and explaining the issues involved. These tasks serve as the basis for the proposed budget for this study.

TASK 1. KICKOFF MEETING AND DATA COLLECTION

NBS will hold a kick-off meeting with District staff at the beginning of the study. The kick-off meeting will be used to review and discuss the data from the billing/accounting system and data requirements in general and review study objectives, tasks, and schedule. A preliminary plan for public presentations will be discussed with the District during this meeting. The data the District will need to provide includes customer account information, such as:

- Customer billing information that includes: meter sizes, customer class and monthly water consumption for each customer (Excel file preferred).
- Financial data typically reported in financial statements.
- Capital Improvement and/or Master Plans (CIP projects by name, cost, and timing).

TASK 2. FINANCIAL PLAN

NBS will prepare a detailed financial plan for the water utility that includes revenue, expenditures, reserves, debt coverage ratios, capital improvement costs, repair and replacement costs and net revenue requirements. Task deliverables will include:

- Financial projection model that will serve as a financial "roadmap" for the water utility.
- Summary of current and projected net revenue requirements.
- Update reserve fund policies and targets potentially including reserves for operations, rate stabilization, repair and replacement, debt service and capital projects.
- Projected year-end reserve fund levels.
- Calculated debt service coverage ratios.
- Three alternatives (i.e., annual rate increases) that meet projected net revenue requirements.
- Funding sources (cash vs. debt) for capital improvements.

This financial plan will lay the groundwork for the cost-of-service and rate design analyses addressed in Tasks 3 and 4. The following are subtasks to the Financial Plan:

Projected Revenues and Expenditures – Using a cash-basis reflecting the District's system of accounts, NBS will prepare a projection of revenues, expenses, and increases in rate revenue needed to meet all obligations. This will provide the District with a financial planning tool to plan for rate adjustments to address operating and maintenance costs, infrastructure improvements, asset replacement and maintaining

appropriate reserve fund levels. The District's projected customer growth rates from master plan documents and planned cost inflation factors will be incorporated in this analysis.

Evaluate Reserve Fund Sufficiency – NBS will evaluate the sufficiency of existing reserve funds, target reserves, reserve fund policies, and related issues such as meeting debt service coverage ratios and other rate covenants. We will provide recommendations for reserve fund targets that are tailored to the District's specific needs such as operating, capital rehabilitation/replacement, rate stabilization and catastrophes, etc. We will develop a phased-in approach to funding reserves to minimize the impact on ratepayers.

Review Capital Improvement Program Funding – NBS will incorporate District plans for new facilities, infrastructure improvements, and asset replacement plans into the financial plan. We will evaluate the timing, costs, and available reserves used to fund various projects. We will work with District staff to develop a well-conceived approach to funding these capital needs, which may include an appropriate balance between debt-funded and cash-funded projects. The recommended solution will provide an appropriate balance between funding from rates, system development fees and, if necessary, the use of outside financing. Up to three levels of capital improvement program funding will be developed in the study for comparison purposes.

TASK 3. COST OF SERVICE ANALYSIS

Using the net revenue requirements developed in Task 2, NBS will equitably allocate costs to individual customer classes based on cost-of-service principles that comply with Prop 218. NBS will review and incorporate the historical consumption characteristics by customer class, including changes related to Covid-19 impacts, and determine how to best project future water consumption.

NBS will evaluate cost allocations of various cost components to each customer class. The main components of the water cost-of-service analysis are as follows:

Evaluate Trends in Water Consumption – NBS has seen changes in consumption patterns related to Covid-19 restrictions. These impacts should be considered when projecting water sales going forward. Although consumption patterns will have the greatest impact on proposed volumetric charges, total water sales and consumption considered in wastewater volumetric charges will also impact the financial plan projections of rate revenue. We will review these changes and, more importantly, how consumption should be projected going forward as proposed water rates are developed.

Analysis of Consumption Patterns – NBS will evaluate the *number* of customers at various levels of consumption and the *total water use* by customer class. The District's most recent water consumption data will be used for this analysis. This type of data analysis ensures an accurate projection of the revenue that will be collected within each customer class and ensures that revenue is recovered accurately from each customer class.

Functionalization/Classification of Expenses – This task arranges water expenses into basic categories, such as commodity (*source of supply*), capacity (*treatment, transmission, and distribution*), and customer (*administrative and overhead*) costs.

Allocation of Costs to Customer Classes – These costs are then allocated to individual customer classes based on allocation factors specific to each cost classification. For example, commodity/variable costs are allocated based on percentages of total annual consumption; capacity-related costs are allocated based on the percentage of peak demand; and customer-related costs are allocated based on the number of accounts.

This process produces the fixed and variable revenue requirements for each customer class, which is the basis for the actual rate calculations.

TASK 4. RATE DESIGN ANALYSIS

NBS will work with District staff to review the current rate structure and evaluate whether there are alternatives that better meet the District's broader rate design goals and objectives. NBS will provide up to three water rate structure alternatives for the District's consideration, which will include the District's existing rate structures and two alternatives. An evaluation of the pros and cons of each rate structure alternative will be included in this analysis. The following are subtasks to the Rate Design Analysis:

Develop Rate Design Recommendations – Water rates will be developed based on the cost-of-service analyses, and we will include a discussion of the relative pros and cons of the current rate structure and the new alternatives. Evaluating the District's desired rate complexity and resulting customer bills will be essential components of this process.

Criteria for Improving the Rate Design – When evaluating rate design, revenue sufficiency and financial resiliency are critical considerations. NBS' general approach is to avoid significant **under-collection** of rate revenue, which is the worst-case scenario from a financial perspective. Other criteria for evaluating rate structures include:

- Ease of understanding the rate structure by customers.
- How costs allocated to fixed and volumetric rates affect revenue stability.
- How water conservation is reflected in the analysis.
- How summer peaking patterns are reflected in water rate design.
- How meter sizes are used in calculating fixed charges.
- The amount of revenue that should be collected within each tier.
- Impacts on customer monthly bills.
- How treatment plant costs are allocated to customers.
- Differences, if any, in collection system and general overhead and administrative costs and how they are allocated to various customers.
- Changes due to drought, conservation efforts, and Covid-19 over the last several years that may affect rates on a going-forward basis.
- The amount of revenue collected from fixed and variable charges (which can significantly impact customer bills).

The rate structure alternatives selected will ultimately provide the basis for comparing monthly customer bills under both the current and new rate structures. However, all rate structures will be "revenue neutral" because they will all collect the same amount of revenue, both in total and within each customer class.

Calculate Fixed and Volumetric Charges – Ideally, fixed charges should be used to cover fixed costs; however, due to the emphasis on using pricing signals to encourage conservation, this is rarely the case. As a result, many agencies have struggled with revenue stability during times of uncertain demands. Fixed charges will reflect the number of accounts, equivalent meters, and size of meters. In contrast, volumetric rates should cover variable costs and should be allocated in proportion to consumption. Determining the best combination of fixed and variable charges is also influenced by other factors, such as revenue stability, conservation, ease of understanding, and ease of administration. NBS will strive for an appropriate balance between fixed and variable charges.

TASK 5. REGIONAL BILL COMPARISON

NBS will compare current and proposed water rates with up to ten neighboring communities to see how the District's rates compare to other nearby water Agencies. The results of this comparison will be presented in the rate study report and in public presentations. The comparisons will provide District staff and Board of Directors with a basis to compare the cost of delivering water service to customers in the region.

TASK 6. PREPARE ELECTRONIC RATE MODEL

NBS will develop the Excel-based rate model for use by District staff (users not limited) once the study is complete. The model will be custom-built to the District's specific needs and will have the functionality to update revenue and expenses, prepare what-if scenarios, and determine annually if the proposed rate increase is needed, or if it can be modified or delayed. The model will have a dashboard where assumptions can be modified and will flow through to the rate alternative results, and a documentation tab that explains each tab and the interrelationships of each tab.

In addition, the model will include adjustable inflation factors and other variables and will graphically display charts and figures to communicate outcomes and recommendations. We will review the model with staff during the development of the rate study to make sure it meets the District's requirements and preferences.

A training session can be provided with the District's Project Manager at the conclusion of the study. The goal of this session will be to review all tabs in the model and to provide sufficient information for the District to accept the model and have the ability to use it going forward.

TASK 7. CONNECTION FEE ANALYSIS

The District's Connection Fees will be updated in this task of the study. The goal of this analysis is to develop fees that appropriately recover the cost of infrastructure necessary to serve new development and are consistent with applicable industry standards.

Overview of Connection Fee Calculations: In their simplest form, connection fees are the result of dividing the cost (or value) of the system's current capacity plus planned capital improvements by the expected number of new customers. The two most common approaches are often referred to as (1) a "buy-in" approach, whereby new users pay for their fair share of existing system assets that were originally paid for by current customers, and (2) an "incremental" or "marginal" approach that assumes connection fees should fully cover the costs of all new (or "incremental") system facilities required to provide them sufficient capacity in the system. Depending on the remaining system capacity, a combination of these two approaches is often used. NBS will develop an appropriate methodology that complies with industry standards and will appropriately reflect the cost of planned capital improvements and projected growth. The following are subtasks of the Connection Fee Analysis:

Develop Asset Values – The actual methodology of estimating the value of existing system assets (such as collection, pumping and treatment) is important to the outcome. For example, using *current book values* typically underestimates the "true value" of facilities. Our experience shows a *replacement-cost-less depreciation* approach usually provides a better estimate of the true value of assets. We will use the *replacement-cost-less depreciation* approach to estimate the value of the District's assets and propose using the Handy-Whitman Index of Public Utility Construction Costs. This guide is a region-specific index that tracks costs for water utility construction. We believe this is the most accurate inflation index available to

water utilities. We recommend the District use this index or a similar index such as the Engineering News Record Construction Cost Inflation Index to project inflation for connection fees in future years.

Once the values of the existing and planned (that is, incremental or marginal) system assets are estimated, these values are allocated to existing and new customers. NBS will assess the equity of how these values are allocated to existing and new customers, and then divide the amount allocated to new customers by the system capacity, typically measured in equivalent meters (EMs), which are the most typical residential meter in the District's water system. This calculation determines the maximum cost the District can charge for a new connection.

Calculate and Recommend New Connection Fees – The total costs allocated to growth (or value of the system assets available to serve new customers) are divided by the available capacity in EMs, as determined by the system capacity available to serve new customers.

NBS will consider two methods of estimating the capacity available to future customers: (1) calculate all available remaining capacity, and (2) calculate expected number of EMs that would be added to the system. This second approach could be less than the available remaining capacity. For example, if there are 5,000 EMs of remaining capacity in the system, but realistic growth is only 3,000 EMs, then the smaller number would be used to calculate the capacity charge. Based on this analysis, NBS will review the new connection fees with District staff and recommend the alternative that best meets its needs.

TASK 8. PREPARE RATE STUDY REPORT

NBS will prepare a draft study report that include proposed rates for the next five to ten years, depending on the District's preference for the timeframe. An executive summary and introduction will present the purpose of the report and results of the study. Tables, graphs, and charts will be used as appropriate, but the emphasis will be on providing a clear, concise and understandable report that will provide the District with a thorough administrative record. Key assumptions, methodologies, and factors affecting the development of proposed rates will be highlighted with charts and graphs when helpful. However, more technical aspects of the study, particularly the tables documenting the calculations and sources of data, will be separately provided in technical appendices.

NBS will provide an electronic file in Microsoft Word format of the draft report for the District's review and comment. Once we have received the District's comments¹, we will incorporate those comments into a final report.

TASK 9. MEETINGS AND PRESENTATIONS

NBS plans to provide support to the District in public meetings to support the new rate adoption process. We will also plan to meet with District staff to review study results and recommendations throughout the project. The following meetings and presentations are anticipated for this study:

Meetings with City Staff – NBS proposes to hold progress meetings with District staff via conference call or web meeting format. These meetings will be used to review initial work products and gain input from Staff on the direction of the study. Prior to the public meetings, we also expect to have regular phone conversations with District staff to discuss how the study is proceeding, solicit input from Staff, and to review and discuss the study's initial results and work products. In addition, NBS will work with District Staff

¹ We assume District staff's comments will be in an electronic Microsoft Word file using track-changes mode.

to discuss and understand talking points while continuously providing guidance on how to manage questions for community members to ensure a clear and transparent message.

Other Public Workshops/Presentations – NBS rate study staff will provide up to two (2) public workshops² including with a District Committee and Board of Directors. The rate team will prepare a PowerPoint presentation for these meetings, which will include visual aids, graphics, charts and additional worksheets or handouts. In these presentations, NBS will present study results, recommendations, receive input and guidance on the direction of the study and answer questions. Our team will work with District Staff to create an agenda and develop presentations that allow for clear and insightful presentations.

TASK 10. NOTICE OF PUBLIC HEARING MAILING

NBS will create a mailing list using the most recent County Assessor secured roll data available, combining that with the District’s customer database. Duplicates will be removed to create a comprehensive mailing list. NBS will also draft the Notice to property owners subject to the proposed Fee. Final form of the Notice will be reviewed and approved by legal counsel and District staff.

NBS will work with District staff to answer any questions that come up and guide you through the adoption process. The key technical tasks will be to prepare a draft and final Prop 218 Notice and provide the proposed rate tables included in the notices. NBS will work with District staff to review the draft and final notice prior to public release. The District should have legal counsel review all notices for legal compliance with the provisions of Prop 218, such as wording related to pass-throughs.

Wastewater Rate Study

NBS will work cooperatively with District staff, management and the Board of Directors, to develop a financial plan and rate recommendations that are well suited to the District’s needs, are practical and implementable, and can be confidently defended from both a technical and legal perspective.

The scope of services NBS offers for completing the study is presented in this section. We will also be prepared to make adjustments during the course of the study to reflect the direction of District staff and stakeholders as the study progresses. NBS will provide the leadership necessary to guide you through the various options, key concerns, and explaining the issues involved. These tasks serve as the basis for the proposed budget for this study.

TASK 1. KICKOFF MEETING AND DATA COLLECTION

NBS will hold a kick-off meeting with District staff at the beginning of the study. The kick-off meeting will be used to review and discuss the data from the billing/accounting system and data requirements in general and review study objectives, tasks, and schedule. A preliminary plan for public presentations will be discussed with the District during this meeting. The data the District will need to provide includes customer account information, such as:

- Customer billing information that includes customer class, equivalent dwelling units, quantity billed, customer type for commercial/industrial customers (Excel file preferred).
- Financial data typically reported in financial statements.

² The number of meetings/presentations that NBS provides can be adjusted as necessary by District staff. We plan to discuss the number of meetings and plans for presentation at the kick-off meeting and adjust throughout the process as needed.

- Capital Improvement and/or Master Plans (CIP projects by name, cost, and timing).

TASK 2. FINANCIAL PLAN

NBS will prepare a detailed financial plan for the wastewater utility that includes revenues, expenditures, reserves, debt coverage ratios, capital improvement costs, repair and replacement costs and net revenue requirements. Task deliverables will include:

- Financial projection model that will serve as a financial “roadmap” for the wastewater utility.
- Summary of current and projected net revenue requirements.
- Update reserve fund policies and targets potentially including reserves for operations, rate stabilization, repair and replacement, debt service and capital projects.
- Projected year-end reserve fund levels.
- Calculated debt service coverage ratios.
- Three alternatives (i.e., annual rate increases) that meet projected net revenue requirements.
- Funding sources (cash vs. debt) for capital improvements.

The financial plans will lay the groundwork for the cost-of-service and rate design analysis addressed in Tasks 3 and 4. The following are subtasks to the Financial Plan:

Projected Revenues and Expenditures – Using a cash-basis reflecting the District’s system of accounts, NBS will prepare a projection of revenues, expenses, and increases in rate revenue needed to meet all obligations. This will provide the District with a financial planning tool to plan for rate adjustments to address operating and maintenance costs, infrastructure improvements, asset replacement and maintaining appropriate reserve fund levels. The District’s projected customer growth rates from master plan documents and planned cost inflation factors will be incorporated in this analysis.

Evaluate Reserve Fund Sufficiency – NBS will evaluate the sufficiency of existing reserve funds, target reserves, reserve fund policies, and related issues such as meeting debt service coverage ratios and other rate covenants. We will provide recommendations for reserve fund targets that are tailored to the District’s specific needs such as operating, capital rehabilitation/replacement, rate stabilization and catastrophes, etc. We will develop a phased-in approach to funding reserves to minimize the impact on ratepayers.

Review Capital Improvement Program Funding – NBS understands the District’s need for sufficient funding of the capital improvement program and we will evaluate the timing, costs, and available reserves needed to fund all projects. We will evaluate the level of rate increases this involves and collaborate with District staff to develop a well-conceived funding approach. NBS will incorporate District plans for infrastructure improvements, and asset replacement plans into the financial plan. We will evaluate the timing, costs, and available reserves used to fund various projects. We will work with District staff to develop a well-conceived approach to funding these capital needs, which may include an appropriate balance between debt-funded and cash-funded projects. The recommended solution will provide an appropriate balance between funding from rates, system development fees and, if necessary, the use of outside financing. NBS will develop up to three scenarios to fund the capital improvement program for modeling and comparison purposes.

TASK 3. COST OF SERVICE ANALYSIS

Using the net revenue requirements developed in Task 2, NBS will equitably allocate costs to individual customer classes based on cost-of-service principles that comply with Prop 218. NBS will also review and

incorporate the historical usage and strength characteristics by customer class, including changes related to Covid-19 impacts, and determine how best to project future usage and strength.

NBS will evaluate cost allocations of various cost components to each customer class. The main components of the wastewater cost-of-service analysis are:

Functionalization/Classification of Expenses – Functionalizing the expenses means arranging costs into basic categories, such as flow (volume), strength (BOD or COD and TSS), and customer related costs. With the District’s customer billing data, we will develop the customer usage statistics and allocation factors that will be used to assign costs to each customer class.

Allocation of Costs to Customer Classes – These costs are then allocated to individual customer classes based on allocation factors specific to each cost classification, thereby producing fixed and variable revenue requirements for each customer class. These allocations will be used for the rate calculations.

TASK 4. RATE DESIGN ANALYSIS

NBS will work with District staff to review the current rate structure and evaluate whether there are alternatives that better meet the District’s broader rate design goals and objectives. NBS will provide up to three wastewater rate structure alternatives for the District’s consideration, which will include the District’s existing rate structures and two alternatives. An evaluation of the pros and cons of each rate structure alternative will be included in this analysis. The following are subtasks to the Rate Design Analysis:

Develop Rate Design Recommendations – Wastewater rates will be developed based on the cost-of-service analyses, and we will include a discussion of the relative pros and cons of the current rate structure and the new alternatives. Evaluating the District’s desired rate complexity and resulting customer bills will be essential components of this process.

Criteria for Improving the Rate Design – When evaluating rate design, revenue sufficiency and financial resiliency are critical considerations. NBS’ general approach is to avoid significant **under-collection** of rate revenue, which is the worst-case scenario from a financial perspective. Other criteria for evaluating rate structures include:

- Ease of understanding the rate structure by customers.
- How costs allocated to fixed and volumetric rates affect revenue stability.
- How water conservation is reflected in the analysis.
- Impacts on customer monthly bills.
- How treatment plant costs are allocated to customers.
- Differences, if any, in collection system and general overhead and administrative costs and how they are allocated to various sewer customers.
- Changes due to drought, conservation efforts, and Covid-19 over the last several years that may affect rates on a going-forward basis.
- The amount of revenue collected from fixed and variable charges (which can significantly impact customer bills).

The rate structure alternatives selected will ultimately provide the basis for comparing monthly customer bills under both the current and new rate structures. However, all rate structures will be “revenue neutral” because they will all collect the same amount of revenue, both in total and within each customer class.

Calculate Fixed and Volumetric Charges – Ideally, fixed charges should be used to cover fixed costs; however, due to the emphasis on using pricing signals to encourage conservation, this is rarely the case. As a result, many agencies have struggled with revenue stability during times of uncertain demands. Fixed charges will reflect the number of accounts, types of customers and flow/strength factors. In contrast, volumetric rates should cover variable costs and should be allocated in proportion to usage. Determining the best combination of fixed and variable charges is also influenced by other factors, such as revenue stability, conservation, ease of understanding, and ease of administration. NBS will strive for an appropriate balance between fixed and variable charges.

Comparison of Customer Bills – In order to compare various financial plan and rate alternatives, we will prepare rate tables and bill comparisons for various customer classes to illustrate how the rate adjustments will affect customer bills. It is important to note that all rate structure alternatives will be “revenue neutral”: they all collect the same amount of revenue within each customer class. Basic customer bill comparisons will include:

- Impacts on customer bills for low-, average-, and high-strength customers.
- Impacts on single-family customer bills for low-, medium-, and high-consumption customers.
- Comparisons of customer bills based on the treatment plant cost allocation methodologies used.

TASK 5. REGIONAL BILL COMPARISON

NBS will compare current and proposed wastewater rates with up to ten neighboring communities to see how the District’s rates compare to other nearby wastewater utilities. The results of this comparison will be presented in the rate study report and in public presentations. The comparisons will provide District staff and Board of Directors with a basis to compare the cost of delivering wastewater service to customers in the region.

TASK 6. PREPARE ELECTRONIC RATE MODEL

NBS will develop the Excel-based rate model for use by District staff (users not limited) once the study is complete. The model will be custom-built to the District’s specific needs and will have the functionality to update revenue and expenses, prepare what-if scenarios, and determine annually if the proposed rate increase is needed, or if it can be modified or delayed. The model will have a dashboard where assumptions can be modified and will flow through to the rate alternative results, and a documentation tab that explains each tab and the interrelationships of each tab.

In addition, the model will include adjustable inflation factors and other variables and will graphically display charts and figures to communicate outcomes and recommendations. We will review the model with staff during the development of the rate study to make sure it meets the District’s requirements and preferences.

A training session can be provided with the District’s Project Manager at the conclusion of the study. The goal of this session will be to review all tabs in the model and to provide sufficient information for the District to accept the model and have the ability to use it going forward.

TASK 7. CONNECTION FEE ANALYSIS

The District’s Connection Fees will be updated in this task of the study. The goal of this analysis is to develop fees that appropriately recover the cost of infrastructure necessary to serve new development and are consistent with applicable industry standards.

Overview of Connection Fee Calculations: In their simplest form, connection fees are the result of dividing the cost (or value) of the system’s current capacity plus planned capital improvements by the expected number of new customers. The two most common approaches are often referred to as (1) a “buy-in” approach, whereby new users pay for their fair share of existing system assets that were originally paid for by current customers, and (2) an “incremental” or “marginal” approach that assumes connection fees should fully cover the costs of all new (or “incremental”) system facilities required to provide them sufficient capacity in the system. Depending on the remaining system capacity, a combination of these two approaches is often used. NBS will develop an appropriate methodology that complies with industry standards and will appropriately reflect the cost of planned capital improvements and projected growth. The following are subtasks to the Connection Fee Analysis:

Develop Asset Values – The actual methodology of estimating the value of existing system assets (such as collection, pumping and treatment) is important to the outcome. For example, using *current book values* typically underestimates the true value of facilities. Our experience shows a *replacement-cost-less depreciation* approach usually provides a better estimate of the true value of assets. We will use the *replacement-cost-less depreciation* approach to estimate the value of the District’s assets and propose using the Handy-Whitman Index of Public Utility Construction Costs. This guide is a region-specific index that tracks costs for wastewater utility construction. We believe this is the most accurate inflation index available to wastewater utilities. We recommend the District use this index or a similar index such as the Engineering News Record Construction Cost Inflation Index to project inflation for connection fees in future years.

Once the values of the existing and planned (that is, incremental or marginal) system assets are estimated, these values are allocated to existing and new customers. NBS will assess the equity of how these values are allocated to existing and new customers, and then divide the amount allocated to new customers by the system capacity, typically measured in equivalent dwelling units (EDU’s). This calculation determines the maximum cost the District can charge for a new connection.

Calculate and Recommend New Connection Fees – The total costs allocated to growth (or value of the system assets available to serve new customers) are divided by the available capacity in EDU’s, as determined by the system capacity available to serve new customers.

NBS will consider two methods of estimating the capacity available to future customers: (1) calculate all available remaining capacity, and (2) calculate expected number of EDU’s that would be added to the system. This second approach could be less than the available remaining capacity. For example, if there are 5,000 EDU’s of remaining capacity in the system, but realistic growth is only 3,000 EDU’s, then the smaller number would be used to calculate the capacity charge. Based on this analysis, NBS will review the new connection fees with District staff and recommend the alternative that best meets its needs.

TASK 8. PREPARE RATE STUDY REPORT

NBS will prepare a draft study report that includes proposed rates for the next five years. An executive summary and introduction will present the purpose of the report and results of the study. Tables, graphs, and charts will be used as appropriate, but the emphasis will be on providing a clear, concise and understandable report that will provide the District with a thorough administrative record. Key assumptions, methodologies, and factors affecting the development of proposed rates will be highlighted with charts and graphs when helpful. However, more technical aspects of the study, particularly the tables documenting the calculations and sources of data, will be separately provided in technical appendices.

NBS will provide an electronic file in Microsoft Word format of the draft report for the District’s review and comment. Once we have received the District’s comments³, we will incorporate those comments into a final report.

TASK 9. MEETINGS AND PRESENTATIONS

NBS plans to provide support to the District in public meetings to support the new rate adoption process. We will also plan to meet with District staff to review study results and recommendations throughout the project. The following meetings and presentations are anticipated for this study:

Meetings with City Staff – NBS proposes to hold progress meetings with District staff via conference call or web meeting format. These meetings will be used to review initial work products and gain input from Staff on the direction of the study. Prior to the public meetings, we also expect to have regular phone conversations with District staff to discuss how the study is proceeding, solicit input from Staff, and to review and discuss the study’s initial results and work products. In addition, NBS will work with District Staff to discuss and understand talking points while continuously providing guidance on how to manage questions for community members to ensure a clear and transparent message.

Other Public Workshops/Presentations – NBS rate study staff will provide up to two (2) public workshops⁴ including with a District Committee and Board of Directors. The rate team will prepare a PowerPoint presentation for these meetings, which will include visual aids, graphics, charts and additional worksheets or handouts. In these presentations, NBS will present study results, recommendations, receive input and guidance on the direction of the study and answer questions. Our team will work with District Staff to create an agenda and develop presentations that allow for clear and insightful presentations.

TASK 10. NOTICE OF PUBLIC HEARING MAILING

NBS will create a mailing list using the most recent County Assessor secured roll data available, combining that with the District’s customer database. Duplicates will be removed to create a comprehensive mailing list. NBS will also draft the Notice to property owners subject to the proposed Fee. Final form of the Notice will be reviewed and approved by legal counsel and District staff.

NBS will work with District staff to answer any questions that come up and guide you through the adoption process. The key technical tasks will be to prepare a draft and final Prop 218 Notice and provide the proposed rate tables included in the notices. NBS will work with District staff to review the draft and final notice prior to public release. The District should have legal counsel review all notices for legal compliance with the provisions of Prop 218, such as wording related to pass-throughs.

Optional Engagement Services

ENHANCED PUBLIC WORKSHOP/OPEN HOUSE EVENT

NBS will utilize our in-house public engagement team to develop an interactive workshop that educates the community on rates using visual, verbal, and written methods. All barriers to communication will be addressed uniquely, allowing the District to connect with ratepayers at a meaningful level. The workshop will

³ We assume District staff’s comments will be in an electronic Microsoft Word file using track-changes mode.

⁴ The number of meetings/presentations that NBS provides can be adjusted as necessary by District staff. We plan to discuss the number of meetings and plans for presentation at the kick-off meeting and adjust throughout the process as needed.

be designed, hosted and facilitated by our team, focusing on communicating the District’s priorities to ratepayers.

DEDICATED WEBPAGE

NBS will develop and deploy content to a dedicated District webpage on CivicMic.com and social media. Information on this page will include background legislation and legal context, ongoing updates on tasks and events, specialized mapping, and graphics related to the project. The webpage will also include the following services:

- **Rate Calculator** – NBS will create a rate calculator for ratepayers to view the updated rates. These calculators can be hosted on the District’s website or CivicMic.com.
- **Email Campaign** – Using the CivicMic.com platform, we will establish an email contact list for most participants in this engagement. Multiple postcards will be mailed out announcing the survey and community meetings and explaining how to sign up at CivicMic.com to receive updates.
- **Property Owner Support** – Developing trust in the community requires open lines of communication. NBS spends 100s of hours responding to residents on the phone and social media. A toll-free phone number will be provided for use by the District, property owners, and any other interested parties. Bilingual staff will be available for Spanish-speaking property owners. In addition, property owners can submit questions directly to CivicMic.com.

218 NOTICE SUPPLEMENT

NBS will also develop and design a detailed fact sheet to be mailed to community members. The fact sheet will include historical information that will help educate the community on the current project needs. The fact sheet will be translated into up to two languages based on community census data.

3 | PROJECT TEAM

Key Personnel

NBS’ staff include 60 professionals with extensive experience in the fields of finance, management, engineering, and local governance. The staff selected for Stallion Springs CSD’s Water and Wastewater Rate Studies are those most qualified based on their experience and backgrounds. The following is a brief overview of NBS’ proposed consulting team. Our team members work together seamlessly allowing your staff to focus on other priorities.

NBS Project Team Organization



*All work will be performed in-house by the above employee-owners of NBS.
Full resumes are included in the Appendix.*

JEREMY TAMARGO, PROJECT MANAGER

Role and Responsibilities: Jeremy Tamargo will lead the work efforts as project manager. He will work closely with the District to review the overall approach, develop rate alternatives, and suggest creative solutions to consider. Jeremy will direct analytical efforts of the project team and monitor the schedule and delivery of work products to the District's satisfaction. He will be available for meetings with District staff and public presentations for this project.

Work Experience: Jeremy Tamargo is a professional engineer licensed in the State of Oregon and has an application in technical review with the California Board for Professional Engineers, Land Surveyors, and Geologists for comity licensure in the State of California. He has extensive experience in both the public and private sectors in civil engineering design as well as preparing utility master plans for municipal agencies in both Oregon and Washington. In his role as Assistant City Engineer at City of Tigard, Jeremy managed the City's System Development Charge program for the Public Works Department, which was used to pay for the installation, construction, extension, and expansion of the City's water, sanitary, sewer, stormwater, park and transportation systems. A member of the American Society of Civil Engineers, he is solutions-oriented and has a passion for focusing on excellence and sustainability on every project. Jeremy has a Master of Science in Environmental Engineering from Syracuse University and a Bachelor of Science in Civil Engineering from University of Notre Dame.

ALLAN HIGHSTREET, SENIOR REVIEW

Role and Responsibilities: Allan Highstreet will provide senior technical review on this project. He will be available as needed throughout the project to assist the project team with the analysis and technical issues as they arise.

Work Experience: Allan Highstreet has 41 years of experience in the water industry where he was a senior vice president managing water resource planning and development projects for Jacobs Engineering (previously CH2M Hill). Allan's four decades of experience includes preparing water and sewer rate and capacity fee studies, and he provides invaluable experience to the NBS project team for this engagement. His academic background includes a BS in Agricultural Business and a MS in Agricultural Economics.

ALICE BOU, UTILITY RATE CONSULTANT

Role and Responsibilities: Alice Bou is on staff with NBS and brings more than two decades of project experience. She will support the project team in performing large scale data analysis and validation, data input, and will also help develop the financial plan, cost-of-service analysis, and rate design alternatives.

Work Experience: Alice Bou has a Bachelor of Arts degree from University of California San Diego and offers more than two decades of experience working in accounting and financial management performing data analysis, variance analysis, budgeting and forecasting, financial modeling, and managerial reporting.

EVAN HOENIG, PROJECT ANALYST

Role and Responsibilities: Under direction of the Project Manager, Evan Hoenig will perform large-scale data analysis and validation as needed on this project. He will support facilitating data collection and reminders to staff to keep efforts moving along the agreed upon timeline for the completion of each task.

Work Experience: Evan Hoenig is a Project Analyst with NBS. He brings more than a decade of compliance management experience to our project team, as well as public budget development and administration, research, project management and financial analysis experience. He has extensive skills in analytical software, databases, and spreadsheets. Evan has a Bachelor of Science in Business Administration/ Management from California State University, San Marcos.

TERRI HENRY, PROJECT RESOURCE ANALYST

Role and Responsibilities: Under direction of the Project Manager, Terri Henry will coordinate content and review documentation and data analysis as needed on this project.

Work Experience: As a Project Resource Analyst, Terri Henry brings more than 30 years of experience to our project team. She has an extensive background in journalism, marketing, public relations, as well as administration, research, and project management. Terri earned a Bachelor of Arts in English from Christopher Newport University and has employed her skills as a newspaper reporter, editor, creative director, and legal administrative assistant.

SARA MARES, CLIENT SERVICES DIRECTOR

Role and Responsibilities: Sara Mares will act as a representative of our corporate commitment to providing the highest level of service. She will ensure that the District’s fundamental objectives are being met at all times.

Work Experience: Sara Mares is a Director with more than 23 years of experience with NBS, specializing in utility rates and Special Financing Districts (SFDs). As such, she has extensive experience with Proposition 218 issues and knows the general legal constraints as well as when to solicit critical legal input to ensure alternatives meet legal requirements. Sara has experience working with all aspects of the process, including planning, project management, budget analysis, rate modeling, financial analyses, , and public presentations. She is a registered Municipal Advisor Representative.

4 | REFERENCES

Below is a sampling of projects and references similar in scope and magnitude to the District’s needs.

EL DORADO IRRIGATION DISTRICT

WATER, SEWER, AND RECYCLED WATER COST-OF-SERVICE AND RATE DESIGN STUDY



Project Dates: February 2012 to Present

Contact Information

Jim Abercrombie
 General Manager
 2890 Mosquito Road,
 Placerville, California, 95667
 P: 530.642.4055
 E: jmabercrombie@eid.org

NBS Project Team:

Greg Clumpner, Jeremy Tamargo,
 Sara Mares

NBS completed a high-visibility, full cost of service water, sewer, and recycled water rate study, including working with a 10-person cost of service study committee and regular updates with the district board. Key tasks include reviewing existing and recommending changes to financial/rate setting policies, alternative rate designs, and recommended water, sewer, and recycled water rates. The District is currently updating those rates and NBS is providing senior review and technical input on this work.

CITY OF REDDING

WATER, SEWER AND SOLID WASTE RATE, RATE UPDATE, AND IMPACT FEES



Years as client: Ten (10) years/Last project completed Nov 2023

Contact Information

Chuck Aukland
 Public Works Director
 or Ryan Bailey, PE
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 Redding, CA 96001
 P: 530.225.4170 (Chuck)
 P: 530.224.6030 (Ryan)
 E: caukland@cityofredding.org
 E: rbailey@cityofredding.org

NBS Project Team:

Greg Clumpner,
 Jeremy Tamargo, Alice Bou

NBS completed an extensive update of the cost-of-service study of water, sewer, and solid waste rates originally prepared in 2013. A key part of these studies was working with a Citizens Advisory Group that reviews and provides recommendations to the City Council. Major tasks included reviewing financial/rate setting policies, preparing financial plans, revenue requirements, cost-of-service analysis, and developing alternative rate designs. NBS also updated the City’s capacity fees in 2017 and completed the update of the rates in January 2020 – the fourth study for the City since 2013 and the result of their confidence in NBS’ ability to effectively conduct these studies.

Project dates for studies:

2013 Rate & Capacity Fee Study: March 2012 – August 2013

2016 Rate Update Study: January 2016 – November 2016

2017 Impact Fee Study: July 2017 – December 2017

2019 Rate Study Update: January 2019 – January 2020

2022 Utility Rate Study Update – Completed November 2023

CITY OF VICTORVILLE

WATER, SEWER AND SOLID WASTE RATE STUDIES, SEWER CAPACITY FEE STUDY, AND STORM DRAINAGE FEE FEASIBILITY STUDY

Project Timing: 2016 – 2023



Contact Information

Doug Mathews
Director of Public Works
14343 Civic Center Drive
Victorville, CA 92393
P: 760.243.6332
E: dmathews@ci.victorville.ca.us

NBS Project Team:

Jeremy Tamargo, Greg Clumpner,
Allan Highstreet, Alice Bou

NBS last updated the Water Rate Study for the Victorville Water District in 2016, and subsequently the Sewer and Solid Waste Rate Studies for the City of Victorville in 2018. We recently updated the water, recycled water, and sewer rates and sewer capacity fees.

Key assignments included: (1) Developing sewer rates and Industrial Pretreatment Program Fees for four significant industrial users that utilize the City's Industrial Wastewater Treatment Plant (IWWTP) and collection system, and (2) Developing rates for all residential and commercial customers that utilize a combination of City-owned and operated collection system, the IWWTP, and a regional wastewater treatment provider.

The Water Rate Study addressed key issues, such as developing a capital funding plan that would fund over \$55 million in rehabilitation and replacement projects, updating the water rate structure to one based on industry standards, and developing drought surcharges that can be implemented in drought stages.

A key part of all three rate studies was working with a challenging City Council to develop rate alternatives that all Council members could agree on and support in the public approval process.

Project dates for studies:

2016 Water and Sewer Rate Studies

2018 Solid Waste Rate Study

2021 Water Rate Study Update and Rate Design

2021 Sewer Capacity Fee Study

2022 Sewer Rate Study Update

2022 Solid Waste Rate Study Update

6 | COST PROPOSAL

Our professional fees are based on our understanding of the District's needs and the effort we believe is necessary to complete the work described in our proposal. Work will be performed on a time and materials basis, at the hourly labor rates shown in the budget. The maximum fee will not exceed a fee of \$70,270. **Additional services requested**, such as additional public meetings or additional rate or fee alternatives, will be at these hourly labor rates. All tasks would be mutually agreed upon by NBS and the District prior to proceeding.

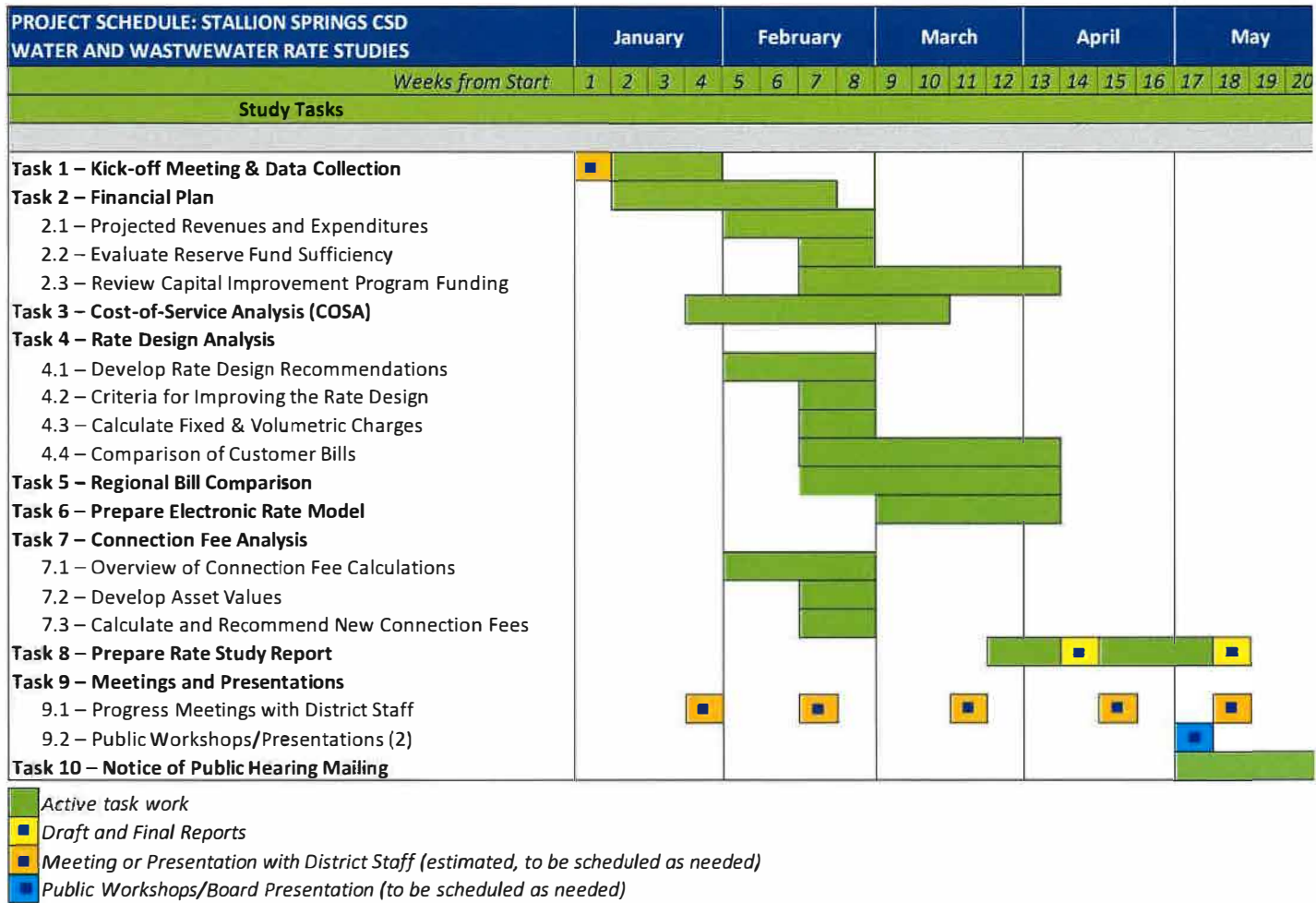
PROJECT BUDGET: STALLION SPRINGS CSD WATER AND WASTEWATER RATE STUDIES								
Study Tasks	Consultant Labor (Hours)							
	Senior Reviewer ¹ (Highstreet)	Consulting Engineer (Tamargo)	Rate Consultant (Bou)	Project Analyst (Hoenig)	Project Resource Analyst (Henry)	Director (Wood)	Engagement Consultant (Argerich-Valentine)	Cost (\$)
Water and Wastewater Rate Study (costs shared equally between water and wastewater)								
Task 1 – Kick-off Meeting & Data Collection	2.0	4.0	4.0	16.0	-	-	-	
Task 2 – Financial Plan								
2.1 – Projected Revenues and Expenditures	2.0	4.0	4.0	8.0	-	-	-	
2.2 – Evaluate Reserve Fund Sufficiency	2.0	4.0	4.0	8.0	-	-	-	
2.3 – Review Capital Improvement Program Funding	2.0	2.0	2.0	8.0	-	-	-	
Task 3 – Cost-of-Service Analysis (COSA)	2.0	4.0	4.0	24.0	-	-	-	
Task 4 – Rate Design Analysis								
4.1 – Develop Rate Design Recommendations	2.0	4.0	-	-	-	-	-	
4.2 – Criteria for Improving the Rate Design	2.0	2.0	4.0	12.0	-	-	-	
4.3 – Calculate Fixed & Volumetric Charges	2.0	2.0	4.0	12.0	-	-	-	
4.4 – Comparison of Customer Bills	2.0	2.0	4.0	12.0	-	-	-	
Task 5 – Regional Bill Comparison	2.0	2.0	4.0	12.0	-	-	-	
Task 6 – Prepare Electronic Rate Model		4.0	4.0	12.0	-	-	-	
Task 7 – Connection Fee Analysis								
7.1 – Overview of Connection Fee Calculations	2.0	4.0	2.0	-	-	-	-	
7.2 – Develop Asset Values	2.0	4.0	4.0	16.0	-	-	-	
7.3 – Calculate and Recommend New Connection Fees	4.0	4.0	4.0	16.0	-	-	-	
Task 8 – Prepare Rate Study Report	6.0	10.0	4.0	12.0	8.0	-	-	
Task 9 – Meetings and Presentations								
9.1 – Meetings with District Staff	2.0	10.0	-	6.0	-	-	-	
9.2 – Public Workshops/Presentations	2.0	16.0	-	6.0	-	-	-	
Task 10 – Notice of Public Hearing Mailing ²	2.0	6.0	4.0	-	6.0	-	-	
Travel Costs Per In-Person Meeting (not to exceed) ³								
GRAND TOTAL NOT TO EXCEED	40.0	88.0	56.0	180.0	14.0	-	-	
Additional Optional In Person Visits								
Additional Costs for Optional Site Visits and Presentations								
Labor Cost Per Visit/Presentation (NBS PM)								
Travel Expenses per Meeting (not to exceed)								
Total: Per Optional Visit/Presentation								
Public Engagement Optional Services								
Enhanced Public Workshop/Open House Event						8.0	15.0	
Dedicated - Rate Calculator	-	-	-	-	-	17.0	30.0	
218 Notice Supplement	-	-	-	-	-	5.0	12.0	
Grand Total Optional Services Not to Exceed	-	-	-	-	-	30.0	57.0	

1. If time is required for municipal advisor services (Sara Mares), senior review hours would be utilized.
2. Mailing expenses excluded. NBS passes through mailing expense at cost without markup. Cost will depend on design choices and length of notice.
3. Travel-related cost and direct reimbursable expenses; all other expenses are included in labor rates. This will be zero if all meetings are attended virtually.

7 | PROJECT SCHEDULE

The following is an overview of our proposed project schedule. We will discuss a detailed schedule at the kick-off meeting, for individual tasks.

PROJECT SCHEDULE FOR STALLION SPRINGS CSD



APPENDIX | RESUMES

This appendix contains full resumes for our proposed project team’s key personnel.

EDUCATION

- Master of Science, Environmental Engineering, Syracuse University
- Bachelor of Science, Civil Engineering, University of Notre Dame
- Certificate, Advanced Study in Sustainable Enterprise, Syracuse University

PROFESSIONAL AFFILIATION

- American Society of Civil Engineers

HIGHLIGHTS

- Experience in both public and private sectors
- Civil engineering design
- Utility master planning
- Development review
- Mapping and analysis in ArcGIS
- AutoCAD

BIOGRAPHY

Jeremy Tamargo has nearly a decade of professional civil engineering experience in both the public and private sectors. *He is a licensed professional engineer in the State of Oregon and has an application in technical review with the California Board for Professional Engineers, Land Surveyors, and Geologists for comity licensure in the State of California.

Jeremy's recent experience as an Assistant City Engineer and Principal Engineer included the following activities:

- Supervising, planning, designing, and inspecting all phases of civil engineering public works construction projects
- Defining the scope of the project; securing adequate funding from Federal and State grant programs and other funding sources
- Coordinating with permitting and public utility agencies
- Surveying and engineering analysis of alternatives
- Preparing plans, specifications, and cost estimates
- Coordinating construction schedules with other projects and agencies
- Preparing and reviewing cost estimates and inspecting construction of projects to ensure compliance with construction documents
- Reviewing compliance criteria for the design and construction of streets, sidewalks, and public utilities

RELEVANT PROJECT EXPERIENCE

- **City of Redding – Water, Sewer, and Solid Waste Rate Studies:** Prepared a cost-of-service study for water, sewer, and solid waste rates. Rate design for utilities included addressing policies objectives and analyzing structure alternatives.
- **El Dorado Irrigation District, Placerville – Water, Sewer, and Recycled Water Cost-of-Service and Rate Design Study:** Worked with the district board and a dedicated committee to review/recommend policy changes; alternative rate designs; and recommended water, sewer, and recycled water rates.
- **City of Victorville –Sewer and Solid Waste Rate Studies:** Prepared a cost-of-service study of sewer and solid waste utility rates. Sewer and solid waste studies analyzed alternative rate structures as well as alternative recommended reserve targets for consideration by City staff.
- **Sweetwater Authority – Water Rate Study:** Prepared a cost-of-service study of water utility rates. Water rate study included numerous rate alternatives for residential tiered rates based on source of supply as well as a “phase-in” approach to adjusting the allocation of fixed vs. variable charges over the course of the rate implementation period.

EDUCATION

- Master of Science, Agricultural Economics, UC Davis
- Bachelor of Science, Agricultural Business Management, California State University, San Luis Obispo

AFFILIATIONS

- Project Management Professional (2002, No. 52367)
- American Water Works Association (AWWA), Member

PROJECTS | CONT.

- **City of Tracy, Tracy, CA – Sewer Rate Studies:** Has prepared sewer rate updates for the City of Tracy since 1979. Originally done to satisfy SRF requirements, more recent updates focused on cost of service studies.
- **Senior Consultant, San Mateo Clean Water Program, San Mateo, CA.** Overseeing the preparation of the State Revolving Fund loan applications for the \$800M Clean Water Program. These efforts include developing a financial model to evaluate funding scenarios and preparing the application packages.
- **Project Economist, Wastewater Master Plan, Laguna County Sanitation District, Santa Barbara, CA.** Prepared a financial model that estimated user charges and demand fees for various capital improvement scenarios. The model's financial dashboard could vary in growth, timing of projects, escalation rates, financing terms, and rate structure alternatives to develop the appropriate master plan for the District.

HIGHLIGHTS

After retiring from Jacobs Engineering as a senior vice-president, Allan Highstreet has since joined NBS as a technical consultant with the highest level of expertise in water-related financial analyses.

Allan is a senior economist with 43 years of experience in financial planning for water, wastewater, and stormwater utilities, including rate studies, project funding, and cost allocations. He has performed economic assessments, cost analyses, finance plans, and rate studies, including preparing loan applications and related documents for many municipal clients.

RELEVANT PROJECT EXPERIENCE

- **Rowland Water District – Water and Recycled Water Rate Study.** Update water and recycled water rates. Proposed a minor increase in order to fund maintenance of the water system. Update the cost-based rates and drought rates to coincide with the District's Water Shortage Contingency. Objectives for the recycled water system: develop a method for allocating costs in the District's budget to the potable and recycled water systems, establish a financial plan to have recycled water customers bear a greater percentage of their costs.
- **Project Economist, Groundwater Recovery Enhancement and Treatment Program, City of Oxnard, CA.** Prepared a Title 16 feasibility study to obtain a \$20 million grant from U.S. Bureau of Reclamation. This project comprised of a recycled water treatment, conveyance, and injection. Tasks included providing recycled water for groundwater injection and irrigation that would enable the City to build groundwater credits through injection and obtain groundwater allocations from agricultural users who would use recycled water in lieu of groundwater. Allocations and credits could then be used to make up the City's water supply deficit.
- **Project Economist, Finance Planning Framework, California Water Plan, California Department of Water Resources, CA.** Assisting in preparing the Finance Planning Framework for the 2013 and 2018 California Water Plan. The effort includes describing the current financial setting, developing approaches to prioritizing investments, and developing a menu of available financing strategies.
- **Merced Irrigation District, Merced, CA – Water Cost of Service Study:** Prepared a cost-of-service study that estimated user charges and fees for the water deliveries within the District. Also prepared the Proposition 218 material for the vote to enact the rates.
- **Byron Bethany Irrigation District, Byron, CA – Water Cost of Service Study:** Prepared a cost-of-service study that estimated user charges for the water deliveries within the District. Also prepared the Proposition 218 material for the vote to enact the rates.
- **Westlands Water District, CA – Evaluating Land Based Assessments:** Led an evaluation of possible land based assessments in the District, then prepared an Engineers Report to implement a benefit assessment for the District.
- **Oakdale Irrigation District, Oakdale, CA – Water Rate Study:** Prepared a cost-of-service study that estimated user charges for the water deliveries within the District. This study moved the District from a flat rate to tiered volumetric rates to comply with the Water Conservation Act of 2009 (SBx 7-7). Also prepared the Proposition 218 material for the vote to enact rates.

EDUCATION

- Bachelor of Arts, University of California San Diego, La Jolla

HIGHLIGHTS

- Two decades of financial, accounting and risk management experience
- Extensive experience in financial reporting, risk management analysis, budget management and development of accounting policies and procedures
- In-depth experience as a finance manager, consultant and controller in private industry
- Supports project teams completing public utility rate and fee studies in performing large-scale data analysis, financial modeling and rate analysis

BIOGRAPHY

Alice Bou is a Consultant in our Utility Rate and Fee group. She is an accomplished finance professional with proven success in the oversight of management accounting and business analysis. Alice has two decades of experience working in accounting and financial management, performing data analysis, variance analysis, budgeting and forecasting, financial modeling, and managerial reporting. She has also developed detailed procedures and systems documentation with a focus on productivity, data integrity and functionality to promote transparency of all finance and accounting functions across all departments of the entire organization. Alice’s diverse experience is essential to the work performed by NBS.

As a member of the NBS team, Alice assists in the preparation of financial plans, cost of service, rate, and fee design analysis for our public utility clients. She reviews financial statements, budgets, capital improvement plans, operational data, and customer billing information for use in public utility rate and fee studies. Alice adds value to our team with her exceptional strategic financial planning and analytical skills.



“Thanks Alice, we certainly appreciate your patience, persistence, thoroughness, and ability to adapt on the fly! I believe our final product and recommended actions turned out very well.”

*Deby Martinez
Director of Public Works & Water, City of Yorba Linda*



RELEVANT PROJECT EXPERIENCE

- **City of Sausalito – Sewer Rate Study:** Developed a comprehensive financial plan to address the City’s increasing operating and maintenance costs as well as the need to finance \$8.6 million in planned capital improvements over the 5-year rate period. Due to the deteriorating condition of the City’s sewer system, the overall goal was to identify equitable sewer charges that addressed sewer upgrades and services and develop rates that balanced the use of outstanding bond proceeds, cash reserves, and additional revenue generated from rate increases.
- **City of Davis – Sewer Rate and System Capacity Fee Study:** Established sewer capacity fees for the City that reflect the cost of sewer system infrastructure that is available to serve new development. Many factors were considered in the study, including the allocation of the \$268 million in existing system assets, the cost of planned capital improvements, and adjustments for outstanding debt and cash reserves. The assigned EDU’s per residential type of use were calculated based on the City’s most recent sewer rate study and average winter water use.

RELEVANT PROJECT EXPERIENCE | CONTINUED

- City of Redding – Water, Sewer, and Solid Waste Rate Study:** Performed an update of the City’s rate studies for its water, sewer, and solid waste utilities, which included updating long-term financial plans to incorporate funding capital improvements estimated at \$97.2 million and reviewing alternative rate structures. Although all three utilities were financially sound, rate increases were necessary to ensure the continued financial health of the City’s utilities by generating sufficient revenue needed to meet projected capital funding requirements, providing revenue stability, and providing equity in rates among customer classes. In addition, the cost-of-service analysis for the solid waste utility examined specific allocation factors for each customer class and determined how costs are divided into various types of service (e.g., collection, disposal, and transfer station).
- Suisun-Solano Water Authority – Water Rate Study:** Conducted a comprehensive water rate study for the Authority which consisted of a long-term financial plan that includes the projection of revenues and expenditures on a cash-flow basis to help determine the amount of rate revenue required to maintain reserves at the recommended levels. Worked with Authority staff to develop a plan to fund over \$20 million in necessary capital improvement projects, with a combination of new debt issuances, existing cash reserves, and rate adjustments.
- Mill Valley – Sewer Rate Study:** In the process of preparing a long-term financial plan reflecting the City’s growing concerns about shortfalls due to increased capital improvement costs and its current sewer rate structure, specifically the equitable assignment of costs to commercial customers (i.e., restaurants). Sewer rates will be evaluated to improve revenue stability in the light of current economic conditions as well as recent drought and continuing water conservation efforts. Water consumption data will be used to update commercial rates to assess how consumption has changed in the last few years and how projected water conservation might impact future consumption.
- LADWP – Water Temperature Zone Analysis:** LADWP currently has a four-tiered water-budget based volumetric rate structure that assigns water budgets to each customer based on lot size and temperature zone. As part of LADWP’s Interim Rate Review, evaluated the findings of previous temperature zone assignments to determine potential customer bill impacts of modifying the existing temperature zones. Prepared an analysis of temperature zone impacts on water customers, including a thorough review of the temperature data as well as recent trends related to the number of customers, water use, and water bills by zone, tier, and lot size over the last five years. The primary focus of this study was to see if recent changes in temperature data as defined by LADWP’s current temperature zones warranted changing the customers assigned to each temperature zone, or the criteria used to define each zone.



“Alice, You are the best rate analyst I have ever worked with; you are very talented.”

*Caroline Mignol
City Water Director
Suisun-Solano District*



EDUCATION

- Bachelor of Science, Business Administration - Management, California State University, San Marcos

HIGHLIGHTS

- Four years of public budget development and administration, professional-level research, project management, and financial analysis
- More than 12 years of compliance management

AFFILIATIONS / AWARDS

- California Parks and Recreation Society (CPRS) - District 12 "Parks Make Life Better Spotlight – Event" Award Recipient, 2022

BIOGRAPHY

Role and Responsibilities: Evan will perform large-scale data analysis and validation, design and implement cost allocation and rate models, and prepare technical outcomes, as needed on this project. He will support facilitating data collection and reminders to staff to keep efforts moving along the agreed upon timeline for the completion of each task.

Work Experience: Evan is a Project Analyst with NBS. He brings more than a decade of compliance management experience to our project team, as well as public budget development and administration, research, project management and financial analysis experience. He has extensive skills in analytical software, databases, and spreadsheets. Evan has a Bachelor of Science, Business Administration – Management from California State University, San Marcos.

RELEVANT PROJECT EXPERIENCE

Evan has consulted and served on many projects, including the following:

- **City of Rio Vista – Water, Sewer, and Storm Water Rate Studies:** Completed comprehensive financial plans, cost of service analyses, and rate designs.
- **Sweetwater Authority – Financial Plan:** Performed detailed analysis of client operations and maintenance budgets, capital improvement and debt forecasting, and determination of rate revenue requirements.
- **GEMT Supplemental Reimbursement Program – FY18-23:** Conducted detailed cost allocation, indirect cost rates, large database management, and time on task estimates. Submitted final cost reports to the State of California for review and approval with 100% approval rate.
- **San Jacinto – Cost Estimation Tool:** Provided in-depth research and analysis on capital assets and improvements, interpreted, and organized data, and assigned and evaluated costs.
- **City of Fairfield – Lighting, Landscape, and Maintenance Districts ("LLMD"):** Administered a LLMD spanning nine districts to finance ongoing landscape, lighting, and maintenance. Established databases of over 6,800 parcels used to track County use codes, conduct general benefit analyses, and utilize APN data to calculate the annual special tax levy per the CFDs rate and method of apportionment.

EDUCATION

- Bachelor of Science, Business Administration/Finance, California State University San Bernardino
- Advanced Public Engagement for Local Government Program, Pepperdine School of Public Policy
- Planning for Effective Public Participation Program, International Association for Public Participation

HIGHLIGHTS

- Skilled public engagement specialist
- Experienced communications professional
- Seasoned consultant in Special Financing District (SFD) formation and administration
- Outreach
- Public Engagement
- Collaborative Governance
- Adaptive Management
- Two decades of experience

AFFILIATIONS

- California Public Information Officials (CAPIO)
- California Society of Municipal Finance Officers (CSMFO)
- Municipal Management Association of Southern California (MMASC)
- Women in Public Finance (WPF)

BIOGRAPHY

Danielle Wood is a Director with NBS where she provides public engagement, outreach, and collaborative governance client services and project management efforts for a number of our clients. She has two decades of experience working with local governments and communities across California.

RELEVANT PROJECT EXPERIENCE

- **Downtown San Mateo Association District Public Engagement Services for PBID Renewal.** Public Engagement services for the renewal of a new Property Business Improvement District (PBID). Created a framework for outreach efforts that resulted in increased cooperation from business owners. Developed a comprehensive website to better inform business owners about the District's initiatives and how they can benefit from them. Interviewed business owners via phone and online surveys, allowing for tailored and consistent messaging.
- **City of Oxnard Ongoing Long-term Outreach, Public Engagement and Collaborative Governance Services.** Public engagement plan development for the evaluation of existing land secured financing districts that includes items such as a dedicated webpage, email campaign, advisory committee formation and collaborative governance program. There are more than 21 communities that have participated in our surveys, community meetings and ongoing development, and complete restructuring of the Landscape Maintenance Districts. Project started in 2019 and is ongoing.
- **City of La Habra Heights Ongoing Public Engagement Services.** Community engagement for a recently formed Benefit Assessment District (BAD), including a public engagement plan, webpage development, web maps, and other engagement services. Project started in 2018 and is ongoing.
- **City of San Leandro Outreach and Public Engagement Services.** Outreach and public engagement services to gauge overall property owner support for the formation of an Assessment District. Public engagement efforts have included items such as the creation of a dedicated public engagement webpage, multiple information releases, surveys, recorded meetings, and community participation web maps. Project started in 2019 and is ongoing.
- **City of Culver City Outreach Services.** Outreach and Public Engagement services for the formation of a new Property Business Improvement District for a very unique community within the City. Outreach services included an area profile analysis, a public informational mailer and survey, and in person and virtual public meetings. Project started in 2018 and is ongoing.



“We greatly appreciate your follow up, follow through and commitment to our community! We all desire to live well and thrive for the good of the whole city!”

Property Owner City of Oxnard

EDUCATION

- Bachelor of Arts, Theater and Performance Studies, University of California, Berkeley
- Associates of Arts, Communications, Mt. San Jacinto College

HIGHLIGHTS

- Skilled public engagement professional
- Strong interpersonal skills
- Community outreach
- Diversity & Inclusion
- Project management

BIOGRAPHY

Michelle Argerich-Valentine is an Engagement Consultant with NBS. She works to assist local government agencies in developing innovative ways to engage the public with digital and traditional public engagement methods. Michelle prides herself on creating interpersonal connections with the communities and individuals she serves, searching for ways to integrate valuable insights and turn them into plans of action.

RELEVANT PROJECT EXPERIENCE

- **Ocean Avenue Community Benefit Business District:** Aid in the renew and extension of the District by facilitating community engagement and outreach opportunities, such as surveys, interviews, and informational mailings and meetings
- **West Contra Costa School District:** Lead district elementary schools in implementing inclusive play programs at their school sites. Developed and facilitated training for school district employees; mediated project issues with school staff, and community members; served as the primary contact for school administrators; consulted with schools in achieving project outcomes.
- **City of Diamond Bar:** Facilitate community outreach and public engagement opportunities for the proposed dissolution and formation of an assessment district.
- **Oakland Unified School District:** Facilitated implementation of new recess programing in district elementary schools. Including informational meetings, community events and ongoing project management.
- **City of Fairfield:** facilitated community outreach and public engagement opportunities for participation in the collaborative governance process regarding the budget and service reductions for City's Landscape and lighting maintenance districts.
- **Stanislaus County:** Facilitate community outreach and public engagement opportunities for determining ARPA fund uses for the county of Stanislaus. Public engagement services include surveys, community workshops, Informational flyers, and postcard creation.

EDUCATION

- Bachelor of Arts, Liberal Arts, California State University Channel Islands

EXPERTISE

- Adobe CC
- Photoshop
- Illustrator
- InDesign
- Premiere and After Effects
- Microsoft Office, G Suite
- Constant Contact
- Mail Chimp
- Infusionsoft
- Harvest
- Basecamp
- Teamwork
- WordPress
- Zoom
- GoToWebinar
- Google Meet

BIOGRAPHY

John Savage has a decade of professional experience in public engagement, outreach, project management, and relationship management. An experienced writer, editor, and designer, he is adept at content creation for web and print media.

John's approach is centered around cultivating authentic relationships with target communities and key stakeholders and using meaningful data acquired about the target audience to develop strategic and effective messaging to build trust and promote engagement.

RELEVANT PROJECT EXPERIENCE

- **County of Stanislaus:** Facilitate community outreach and public engagement opportunities for the investment of ARPA funds in the infrastructure of unincorporated communities. Identify suitable venues to host community workshop series, working directly with County staff and community members. Public engagement services include surveys, targeted content updates, neighborhood walks, community workshops, participation web maps, and a comprehensive report of findings and recommendations.
- **City of Pomona:** NBS attended public meetings, developed outreach materials, and conducted the ballot proceedings for 3,291 parcels regarding a Prop 218 balloting increase for the Phillips Ranch area of Pomona. The original assessment rates had not changed since 1994 and the most recent attempt to increase the rates in 2008 failed. Facing significant shortfalls in funds available to maintain the improvements and changes in legislation that required entirely new compliance standards, NBS assisted the City in developing a new assessment district. The Engineer's Report included a full benefit analysis of the community and improvements to meet current rigorous requirements.
- **City of Fairfield:** Facilitate community outreach and engagement with residents in Landscaping and Lighting Maintenance Districts to gather feedback, questions, and concerns. Public engagement services include surveys, informational postcards, and community meetings.



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #12

- Subject:** Approval of a one year maintenance agreement with Grimmway
- Submitted by:** Laura Lynne Wyatt, General Manager
- Meeting Date:** December 19, 2023
- Background:** With the purchase of the Bornt property in 2019, the District needed someone to maintain the 40 acre parcel. Grimmway has accomplished that task by farming the property. This has met the pollution standards of minimizing dust storms and provided any necessary weed abatement. Attached is the agreement.
- Recommendation:** Approve the agreement with Grimmway for 2024

MAINTENANCE AGREEMENT

This Maintenance Agreement ("Agreement") is entered effective January 1, 2024 ("Effective Date"), by and between Stallion Springs Community Services District ("Owner") and Grimmway Enterprises, Inc. ("Grimmway"). Owner and Grimmway may be referred to herein collectively as the "parties" or each individually, as a "party."

RECITALS

- A. Owner has acquired certain real property located in Kern County, California, which is depicted on Exhibit A, attached hereto and incorporated herein (the "Property");
- B. The farmland and equipment yard located on the Property require maintenance that Owner is not prepared to undertake;
- C. Grimmway is a farming company that is familiar with land maintenance and growing practices within the surrounding area;
- D. Owner desires to have Grimmway maintain the property and Grimmway desires to do so, in accordance with the terms herein.

AGREEMENT

NOW, THEREFORE, in consideration of the above recitals, which the parties agree are true and correct and are incorporated herein, the mutual covenants and conditions contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Term. The Agreement shall commence as of the Effective Date and will continue in effect until December 31, 2024 or such other time mutually agreed upon by the parties after the harvest of any crop grown on the Property as a part of the maintenance services provided by Grimmway as set forth in Section 2, below.
2. Maintenance of the Property.
 - a. Grimmway shall use customary organic growing practices, and plant organic crop on the farmland located on the Property, to keep it free of debris and weeds. Crops grown under this Agreement shall be grown in compliance with the certification requirements of California Certified Organic Farmers ("CCOF") and the USDA National Organic Standards. Crops shall be free of chemical compounds that would render crops unfit under the CCOF or any applicable state or federal laws, regulations or standards. Owner shall have the right to terminate this Agreement, if Grimmway does not follow CCOF approved practices, and such failure is not cured within 60 days after receipt of written notice thereof.
 - b. Grimmway will purchase water required to fulfill its obligations under this Agreement from the Tehachapi-Cummings County Water District ("District"). In the event there is limited water available to purchase from the District, Grimmway will use best management practices to keep the Property free of debris and weeds.
3. Payment for Services. In consideration of Grimmway's services to be rendered as set forth in this Agreement, Owner shall pay Grimmway \$1.00 upon execution of the Agreement. Grimmway shall also own any crop grown on the Property while providing the services under this Agreement.
4. Workers' Compensation. Grimmway agrees to provide workers' compensation insurance (or maintain an equivalent self-insurance program) for Grimmway's employees providing services on the Property.
5. Insurance and Indemnity. Grimmway shall obtain, provide and keep in force during the term, automobile and general liability insurance policies with minimum limits of \$2,000,000.00 per occurrence for property or personal injury, including death. The foregoing insurance coverage shall be obtained from a company licensed to do business in the State of California with an A.M. best rating of A- or better. Such insurance policy or policies shall name Owner as additional insured and provide for at least 30 days written notice to Owner prior to cancellation, termination, or material modification of any policy. Upon reasonable notice and cooperation from Owner, Grimmway shall defend, indemnify, and hold harmless Owner from third party claims, demands, expenses, damages, and liabilities, including reasonable attorneys' fees, arising from the negligence or willful misconduct of Grimmway, or anyone acting under Grimmway's direction in connection with the performance of services pursuant to this Agreement.
6. No Partnership. Nothing contained in this Agreement shall create or be construed as creating a partnership or joint venture between Owner and Grimmway. Except as otherwise provided in this Agreement, neither Grimmway or Owner will be liable for any obligations or liabilities incurred by the other party.
7. Counterparts. This Agreement may be executed in counterparts, including fax and other electronic counterparts, each of which will be deemed an original, and all of which will constitute one and the same instrument.
8. Presumption Regarding Drafting. The parties have each had the opportunity to review this Agreement, and if so desired, to have this Agreement reviewed by competent counsel. As such, the parties agree that this Agreement shall be construed according to its fair meaning and not strictly for or against either party.
9. Further Acts. The parties to this Agreement shall promptly execute and deliver any and all additional documents, instruments, notices, and other assurances, and shall do any and all other acts and things, reasonably necessary in connection with the performance of their respective obligations under this Agreement and to carry out the intent and purpose of this Agreement.
10. Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto with respect to the matters referred to herein and supersedes all previous agreements between the parties (written or oral) with respect thereto, and no amendment or modification of this agreement, oral or otherwise, shall be binding between the parties unless it is in writing and signed by the party against whom enforcement is sought.

Executed at Bakersfield, California, effective as of the Effective Date.

STALLION SPRINGS COMMUNITY SERVICES DISTRICT

GRIMMWAY ENTERPRISES, INC.

By: _____
Vanessa Stevens, General Manager

By: _____
Carl F. Voss, Jr., Land Manager

EXHIBIT "A"



ARTICLE VI

COVENANTS OF THE DISTRICT

Section 6.01. Compliance with this Agreement and Ancillary Agreements. The District will punctually pay the Series 2018 Installment Payments in strict conformity with the terms hereof, and will faithfully observe and perform all the agreements, conditions, covenants and terms contained herein required to be observed and performed by it, and will not terminate this Agreement for any cause including, without limiting the generality of the foregoing, any acts or circumstances that may constitute failure of consideration, destruction of or damage to the 2018 Project, commercial frustration of purpose, any change in the tax or other laws of the United States of America or of the State of California or any political subdivision of either or any failure of the Corporation to observe or perform any agreement, condition, covenant or term contained herein required to be observed and performed by it, whether express or implied, or any duty, liability or obligation arising out of or connected herewith or the insolvency, or deemed insolvency, or bankruptcy or liquidation of the Corporation or any force majeure, including acts of God, tempest, storm, earthquake, war, rebellion, riot, civil disorder, acts of public enemies, blockade or embargo, strikes, industrial disputes, lock outs, lack of transportation facilities, fire, explosion, or acts or regulations of governmental authorities.

Section 6.02. Against Encumbrances. The District will not make any pledge of or place any lien on Revenues or the moneys in the Revenue Fund except as provided herein. The District may at any time, or from time to time, issue debt or incur other obligations for any lawful purpose which are payable from and secured by a pledge of and lien on Revenues or any moneys in the Revenue Fund as may from time to time be deposited therein (as provided in Section 5.02), provided that such pledge and lien shall be subordinate in all respects to the pledge of and lien thereon provided herein.

Section 6.03. Against Sale or Other Disposition of Property. The District will not enter into any agreement or lease which impairs the operation of the Water System or any part thereof necessary to secure adequate Revenues for the payment of the Series 2018 Installment Payments, or which would otherwise impair the rights of the Corporation hereunder or the operation of the Water System. Any real or personal property which has become nonoperative or which is not needed for the efficient and proper operation of the Water System, or any material or equipment which has become worn out, may be sold if such sale will not impair the ability of the District to pay the Series 2018 Installment Payments and if the proceeds of such sale are deposited in the Revenue Fund.

Nothing herein shall restrict the ability of the District to sell any portion of the Water System to a third party if such portion is immediately repurchased by the District and if such arrangement does not by its terms permit such third party to exercise any remedy which would deprive the District of or otherwise interfere with the District's right to own and operate such portion of the Water System.

Section 6.04. Against Competitive Facilities. The District will not, to the extent permitted by law, acquire, construct, maintain or operate and will not, to the extent permitted by law and within the scope of its powers, permit any other public or private agency, corporation, the District or political subdivision or any person whomever to acquire, construct, maintain or operate within the jurisdiction of the District any water system competitive with the Water System.

Section 6.05. Tax Covenants.

Grimmway

trust hereunder and shall be deposited when and as received in the Water Fund of the District, which fund is herein referred to as the "Revenue Fund" and which fund the District agrees and covenants to maintain and to hold separate and apart from other funds so long as any Series 2018 Installment Payments remain unpaid. Moneys in the Revenue Fund shall be used and applied by the District as provided in this Agreement.

The District shall, from the moneys in the Revenue Fund, pay all Operation and Maintenance Costs (including amounts reasonably required to be set aside in contingency reserves for Operation and Maintenance Costs, the payment of which is not then immediately required) as they become due and payable. All remaining moneys in the Revenue Fund shall be used to pay the Installment Payments on each Installment Payment Date; provided, however, on each Installment Payment Date moneys on deposit in the Revenue Fund not necessary to pay Operation and Maintenance Costs and the Installment Payments due on each Installment Payment Date, may be expended by the District at any time for any purpose permitted by law.

Section 5.03. Additional Contracts. The District may at any time execute any Contract in accordance herewith; provided:

(1) The Net Revenues for the most recent audited Fiscal Year preceding the date of adoption of the Board of Directors of the District of the resolution authorizing the execution of such Contract, as evidenced by both a calculation prepared by the District and a special report prepared by an Independent Certified Public Accountant of such calculation on file with the District, shall have produced a sum equal to at least one hundred fifteen percent (115%) of the Debt Service for such Fiscal Year; and

(2) The Net Revenues for the most recent audited Fiscal Year preceding the date of the execution of such Contract, including adjustments to give effect to increases or decreases in rates and charges for the Water Service approved and in effect as of the date of calculation, as evidenced by both a calculation prepared by the District and a special report prepared by an Independent Certified Public Accountant or independent financial advisor on such calculation on file with the District, shall have produced a sum equal to at least one hundred fifteen percent (115%) of the Debt Service for such Fiscal Year plus the Debt Service which would have accrued had such Contract been executed at the beginning of such Fiscal Year; and

(3) The estimated Net Revenues for then current Fiscal Year and for each Fiscal Year thereafter to and including the first complete Fiscal Year after the latest date of operation of any uncompleted Project, as evidenced by a certificate on file with the District, plus (after giving effect to the completion of all uncompleted Projects) an allowance for estimated Net Revenues for each of such Fiscal Years arising from any increase in the rates and charges estimated to be fixed and prescribed in the Water Service and which are economically feasible and reasonably considered necessary based on projected operations for such period, as evidenced by a certificate on file with the District, shall produce a sum equal to at least one hundred fifteen percent (115%) of the estimated Debt Service for each of such Fiscal Years, after giving effect to the execution of all Contracts estimated to be required to be executed or issued to pay the costs of completing all uncompleted Projects, assuming that all such Contracts have maturities, interest rates and proportionate principal repayment provisions similar to the Contract last executed or then being executed for the purpose of acquiring and constructing any of such uncompleted Projects.

Section 5.04. Investments. All moneys held by the District in the Revenue Fund shall be invested in investments authorized by law for the investment of the District's funds and the investment earnings thereon shall remain on deposit in such fund, except as otherwise provided herein.



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #13

Subject: Replacement of District phone system

Submitted by: Laura Lynne Wyatt, General Manager

Meeting Date: December 19, 2023

Background: Existing phone system that is used by the district is outdated, parts are no longer available if repairs are needed and there are no trained technicians to work on the system. Jason Garza, our IT tech, has researched available options and systems best suited to meet the needs of the District. Bids attached.

Recommendation: Approve the 3 year contract with Verve for new phone system.

Number	Use	Base Cost	Total cost with taxes and fees	
661-822-4003	Library	\$10.00	\$18.17	\$18.17
661-822-9430	SCADA	\$20.00	\$31.04	\$31.04
661-822-3268	Main office line 1	\$20.00	\$31.04	\$0.00
661-822-3269	Main office line 2	\$20.00	\$31.04	\$0.00
661-822-0805	Main office line 3	\$20.00	\$31.04	\$0.00
661-822-1878	Main office Fax Line	\$20.00	\$31.04	\$0.00
661-822-7883	Parks & Rec	\$20.00	\$31.04	\$0.00
661-822-7834	Unused (previously fir	\$20.00	\$31.04	\$0.00
Race Phone Totals			\$235.45	\$49.21

TV	\$125.23	\$125.23
internet	\$125.00	\$125.00
Transports, (waste & Library) \$75X2	\$150.00	\$150.00
Router rentals for library and waste site (\$10x2)	\$20.00	\$20.00
Federal universal fee	\$50.10	\$50.10
Property tax allotment surcharge	\$11.23	\$11.23
Race other than phones subtotal	\$481.56	\$481.56

Subtotal	\$717.01	\$530.77
Manager Discount	\$136.00	\$136.00
Discount subscription	\$20.00	\$20.00
Total discount	\$156.00	\$156.00
Total Race Bill	\$561.01	\$374.77

Verve Phones	.10	\$20.95	\$209.50
Extesions		\$19.95	\$0.00
Cloud Faxes	1	\$25.00	\$25.00
		subtotal	\$234.50
		Taxes	20.00%
			\$46.90
		Total Verve Bill	\$281.40

Proposed Total Phones & Internet	\$656.17
Current total phones & Internet	\$561.01
Difference	\$95.16

3 VoIP providers- in order of preference

Verve- Located in San Diego, customer service inhouse, no outsourcing

Service including phone 20.95 per user per month

No install fee, or plug n play. Service includes site visit and install of phones. Verve is giving us 1 free month of service.

Ring Central- Located in Belmont, Ca. customer service is outsourced abroad

Service does not include phone 25.00-35.00 per user per month. Add 8.00 to 15.00 monthly for phone. Plug n Play, never see an installer. No free install, or free month

Vonage- Located in New Jersey, outsource customer service. Difficult to speak to live person.

Service does not include phone. Monthly service is 19.99-39.99 per user. Phone rentals range from 5.50 to 8.00 per user. Plug n play, no site survey or professional installation. No free month





Customer Service Order Form

FOR: Stallion Springs CSD

Quote Details:

Attn: Jason Garza

Date: 12/13/2023

Submitted By:

Channel Partner: Communications Plus

Channel Manager: Chris Lasak

THIS SERVICE ORDER ("Service Order" or "SOF"), is executed and effective upon the date of the signature set forth in the signature block below ("Effective Date") and is by and between Verve Cloud, Inc. on behalf of those operating subsidiaries providing the Service(s) hereunder ("Verve") and Customer (as shown below) and is governed by and subject to the Verve Standard Service Terms and Conditions posted to the Verve website at <https://www.vervecloud.com/terms-and-conditions-01/> (or successor URL) or, if applicable, an existing services agreement mutually executed by the parties (each, as appropriate, a "Service Agreement"). Except as specifically modified herein, all other terms and conditions of the Service Agreement shall remain unamended and in full force and effect.



Prepared for: Jason Garza
Salesperson: Chris Lasak
Company: Stallion Springs CSD

Quote ID: 40390

Date: 12/13/2023
Term: 36 Months
Calling Plan: Unlimited US/Canada/Mex - TF \$0.03
- New Intl

ID	Service Name	Qty	Monthly Charges	Total Monthly
- 27801 Stallion Springs Dr. Tehachapi, CA 93561				
68994	Verve Managed Edge Device	1	\$0.00	\$0.00
68996	Business Communications Essentials w/Enhanced VoIP Handset (Yealink SIP-T57W)	10	\$20.95	\$209.50
73049	Cloud Fax Plus	1	\$25.00	\$25.00
			Total Monthly Charges	\$234.50

One Time Charges	Total One Time
Total One Time Charges	\$0.00



AUTHORIZED CONTACTS

Name	Email Address	Phone Number
Jason Garza	jgarza@stallionspringscsd.com	661 822-3268 ext 233

SERVICE ORDER FORM NOTES

Special Notes:

Client to receive 1 Free Month of Service.

Each Business Communications Essentials seat/user includes: Unlimited calling to U.S., Canada and Mexico, DID, Toll-Free Number, Mobile App, Audio Conference Bridge, Unlimited SMS Messaging and Voicemail transcription.

Client agrees to rent telephone handsets from Verve. Verve fully guarantees rented telephone handsets and will replace any and all malfunctioning units. Telephone handsets remain the property of Verve.

Cloud Fax Plus includes up to 5 users, 1 Fax Number and up to 500 fax pages per month. Included fax pages are cumulative per fax domain. Additional fax pages will be billed at \$.08 per page.

Standard Notes:

The Verve Install Fee does not include charges assessed by any required third party phone or LAN vendor(s) during installation. In addition to the charges for your Verve Services, you are responsible for all federal, state and local sales, use and excise taxes and any applicable government or regulatory fees, assessments, taxes or other charges for the Services, including any universal service fund charges. A Network Admin Fee of 4.9% applies to all Services. The pricing listed on this Service Order Form ("SOF") is only valid for 90 days. In the event that Verve's network infrastructure costs increase prior to installation, Verve reserves the right to change the pricing based on the difference. If the pricing is changed, Customer will have the right to either accept the new pricing or cancel this order. Every new service installation has associated install fees. Unless otherwise stated, these install fees are \$500 per broadband circuit and \$50 per voice seat/user. Verve may elect to waive these install fees in conjunction with term contracts..

SIGNATURES

Client approves and accepts this SOF, which fully incorporates the Verve Cloud Standard Terms and Conditions. Client and the individual signing below represent that such individual has the authority to bind Client to this SOF. SOF requires both signatures to be valid.

CLIENT

Name: Jason Garza

Title:

Signature:

VERVE CLOUD, INC.

Name: **Verve Authorized Signature**

Title:

Signature:

Date:

Date:



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

AGENDA SUPPORTING INFORMATION

Agenda #14

- Subject:** Expenditure to repair & replace Mustang PRV station
- Submitted by:** Laura Lynne Wyatt, General Manager
- Meeting Date:** December 19, 2023
- Background:** The Pressure Relief Valve station on Mustang failed and was in need of immediate repair. An after hours call was received from a resident that water was filling the station. This was an emergency repair because if PRV's don't work properly, water pressure is too high and can cause damage to residents homes. See attached
- Recommendation:** Board approval of the expenditure in the amount of \$6,079.31 to Cla-Val for the needed repairs.



Stallion Springs Community Services District
 27800 Stallion Springs Dr. · Tehachapi, California 93561
 (661)822-3268

EST.1970

PURCHASE ORDER NO. 14908

on acct

SHIP TO

VENDOR Cha-VAI

ADDRESS

CITY

DATE 12-11-23

VENDOR PHONE

CONFIRMATION ORDER #:

for 11-21-2023

REQUISITION NO. REQUESTED BY DATE REQUIRED DEPARTMENT COD EDESCRIPTION

QUANTITY	UNIT MEAS.	ITEM NO.	DESCRIPTION	UNIT PRICE	AMOUNT
1			REBUILD & SERVICE PV on upper MUSTANG 18960 "See attached" 05-5673		5,763. ²⁰

NOTES:

SUB TOTAL	5,763. ²⁰
SALES TAX	316. ¹⁴
SHIPPING	
TOTAL ▶	6,079. ³⁴

ENTERED ON: 12/11/23
 BY: [Signature]

APPROVED BY [Signature]

PURCHASING AGENT [Signature]



Griswold Industries
 1701 Placentia Avenue
 Costa Mesa, CA 92627-4416
 Phone: 949-722-4800
 Email: ardept@cla-val.com

Remit to: PO BOX 8288 Pasadena, CA 91109-8288

INVOICE

Invoice Number: 882244
Page: 3 of 4
Date: 11/21/2023
Salesperson: S11N

Regular Invoice

B 1264
I STALLION SPRINGS CSD
L 27800 Stallion Springs Dr
L Tehachapi CA 93561-5259
T US
O

Currency: USD US Dollar

S 3
H CSD Upper Mustang
I 18960 Mustang Dr
P Tehachapi CA 93561-5462
T US
O

Phone: 661-822-3268

Order	Purchase Order	Freight Terms	Carrier	Class of Service	Terms		
307300		Prepaid	SERVICE TRUCK	STD	NET 30		
Line/Rel	Qty Ordered	Qty Shipped	Back Order	Ship Date	PRO Number	Unit Price	Extended Price

Stallion Springs CSD Upper Mustang

Service Tech: 4 Micah Zerebny
 Service Date: 11/16/2023

Reported By: Al White

Main Valve 6" 90 SERIES

Inlet: 120
 Outlet: 45
 Next Service Date: 11/16/2026
 Summary: Main valve rubber rebuild kit installed. Stainless pilot upgrade due to CRD being washed out. Customer request CRL be replaced as well.

Bypass 2" 90 SERIES

Inlet: 120
 Outlet: 55
 Next Service Date: 11/16/2026
 Summary: Main valve and pilot rubber rebuild kits installed. Main valve in good condition.

Relief 2" 50 SERIES

Inlet: 45
 Next Service Date: 11/16/2026
 Summary: CRL set point is 60 psi. Main valve and pilot rubber rebuild kits installed. Supply port was completely plugged causing valve not to shut.

2% PER MONTH SERVICE CHARGE IF NOT PAID IN ACCORDANCE WITH TERMS

Please refer to invoice number or return invoice copy when remitting.
 Terms and conditions are located here:
https://www.cla-val.com/wp-content/uploads/2021/11/Customer_terms.pdf

Sales Amount	5,763.20
Freight	0.00
Sales Tax	316.11
Prepaid Amount	0.00
Total	6,079.31

In accepting customer's order, seller disclaims any liability for penalty clauses or other punitive claims that may appear on or as a part of the customer order. This condition is in addition to seller's published terms. Seller represents that with respect to the production of articles and/or the performance of the services covered by this invoice. It was fully complied with section 12(A) of the fair labor standards act of 1938, as amended. Goods held at factory for customer's benefit will be invoiced on completion and terms of payment will apply from invoice date. 2% per month service charge if not paid in accordance with terms.

10z - #10 - 1204 - 2434 - F1 P4879



Griswold Industries
 1701 Placentia Avenue
 Costa Mesa, CA 92627-4416
 Phone: 949-722-4800
 Email: ardept@cla-val.com

Remit to: PO BOX 8288 Pasadena, CA 91109-8288

INVOICE

Invoice Number: 882244
Page: 4 of 4
Date: 11/21/2023
Salesperson:

Regular Invoice

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H CSD Upper Mustang
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Phone:

Order	Purchase Order	Freight Terms	Carrier	Class of Service	Terms		
307300					NET 30		
Line/Rel	Qty Ordered	Qty Shipped	Back Order	Ship Date	PRO Number	Unit Price	Extended Price

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In accepting customer's order, seller disclaims any liability for penalty clauses or other punitive claims that may appear on or as a part of the customer order. This condition is in addition to seller's published terms. Seller represents that with respect to the production of articles and/or the performance of the services covered by this invoice, it was fully complied with section 12(A) of the fair labor standards act of 1938, as amended. Goods held at factory for customer's benefit will be invoiced on completion and terms of payment will apply from invoice date. 2% per month service charge if not paid in accordance with terms.

Sales Amount	5,763.20
Freight	0.00
Sales Tax	316.11
Prepaid Amount	0.00
Total	6,079.31



Griswold Industries
 1701 Placentia Avenue
 Costa Mesa, CA 92627-4416
 Phone: 949-722-4800
 Email: ardept@cla-val.com

PO 14906

INVOICE

Invoice Number: 882244
Page: 1 of 4
Date: 11/21/2023
Salesperson: S11N

Remit to: PO BOX 8288 Pasadena, CA 91109-8288

Regular Invoice

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T US
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Currency: USD US Dollar

S 3
H CSD Upper Mustang
I 18960 Mustang Dr
P Tehachapi CA 93561-5462
T US
O

Phone: 661-822-3268

Order	Purchase Order	Freight Terms	Carrier	Class of Service	Terms		
307300		Prepaid	SERVICE TRUCK	STD	NET 30		
Line/Rel	Qty Ordered	Qty Shipped	Back Order	Ship Date	PRO Number	Unit Price	Extended Price

1	1.000	1.000	0.000	11/21/2023		222.60000	222.60
Item: 20957421J-SERVICE : 2" Kit, 50-01 Rubber Rebuild							
2	1.000	1.000	0.000	11/21/2023		210.00000	210.00
Item: 20957481F-SERVICE : 2" Kit, 90-01/90-21 Rubber Rebuild							
3	1.000	1.000	0.000	11/21/2023		275.10000	275.10
Item: 9169815K : 6" Kit, Rubber Rebuild 100 NBR 150/300							
4	1.000	1.000	0.000	11/21/2023		759.50000	759.50
Item: 7194504C : CRD Pilot, Stainless Steel 1/4S 30-							
5	1.000	1.000	0.000	11/21/2023		1,181.00000	1,181.00
Item: 9772101D : CRL5A 20-200 H SS 250S							
6	1.000	1.000	0.000	11/21/2023		35.00000	35.00
Item: 9170019F : CV KIT,RPPT 3/8" B							
7	1.000	1.000	0.000	11/21/2023		779.80000	779.80
Item: 1506901G : CV Speed Control 3/8" Stainless Steel EP							
8	6.000	6.000	0.000	11/21/2023		197.00000	1,182.00
Item: 9605111H : Labor, Prevailing Wage 1 Person							
9	6.000	6.000	0.000	11/21/2023		125.00000	750.00
Item: 9605112Y : Travel - 1 Person							

1oz-#10-1204-2433-F1 P4877



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 Costa Mesa, CA 92627-4416
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Phone: 661-822-3268

Order	Purchase Order	Freight Terms	Carrier	Class of Service	Terms
307300		Prepaid	SERVICE TRUCK	STD	NET 30

Line/Rel	Qty Ordered	Qty Shipped	Back Order	Ship Date	PRO Number	Unit Price	Extended Price
10	1.000	1.000	0.000	11/21/2023		368.20000	368.20
Item:	1039307C : X44B	.125	TESP				

STALLION SPRINGS COMMUNITY SERVICES DISTRICT
MINUTES
FOR THE BOARD OF DIRECTORS REGULAR BOARD MEETING

TUESDAY, NOVEMBER 21, 2023

CLOSED SESSION @ 5:00 PM

- 1) PERSONNEL: GOVERNMENT CODE §54957 – Nothing to report.
- 2) CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION: Government Code § (d)54956.9 – Name of case: In re: Aqueous Film-Forming Foams Products Liability Litigation, Case No. 2:18-mn-2873-RMG. – Chair Sasnett advised in the Open Session that the Board has chosen to opt out of participating in the litigation.

OPEN SESSION @ 6:00 PM

- 1) Flag Salute: Chair Sasnett
- 2) Call to Order: Chair Sasnett
- 3) Roll Call: Present: Directors Dewell, Wellman, and Chair Sasnett.
Absent: Directors Leslie and Record

Note: De, We, Re, Le and Sa are abbreviations for Directors Dewell, Wellman, Record, Leslie and Sasnett respectively. For example: De; We denotes Director Dewell made the motion and Director Wellman seconded it. Each item relates to the agenda item by the same number. Immediately following each item of these minutes is a description, printed in capital letters of the action taken on that item by the Board of Directors.

- 4) RESERVED FOR PRESIDENT'S COMMENTS AND ADDENDUM. – None.
- 5) PUBLIC PRESENTATIONS. – Corey Torres, District Manager of Tehachapi Valley Recreation and Parks District, commended Vanessa Stevens for her work and looks forward to collaborating with the new manager.
- 6) BOARD MEMBER ITEMS. – None.
- 7) APPROVAL TO DESIGNATE JUDITH QUIJADA AS THE SECRETARY TO THE BOARD OF DIRECTORS AND SWEAR HER IN TO HER NEW POSITION. – Sa - "I make a motion for approval to designate Judith Quijada as the Secretary to the Board of Directors." Sa; De. Roll call, all ayes. Directors Leslie and Record absent.
- 8) POLICE REPORT. – Received and filed.

- 9) APPROVAL TO ALLOW CHIEF CROWELL TO UTILIZE FUNDS FROM THE OFFICER WELLNESS AND MENTAL HEALTH GRANT. – Sa – “I make a motion for approval to allow Chief Crowell to utilize funds from the Officer Wellness and Mental Health grant at an amount not to exceed \$9,500 for gym equipment.” Sa; We. Roll call, all ayes. Directors Leslie and Record absent.
- 10) BOARD DISCUSSION OF EQUESTRIAN EASEMENT FOR LOT 3445-II-2 APN (318-380-2). We – “I make a motion that we approve the easement abandonment requested by Mr. Lundy, granted that he pays for the property, the survey if needed and changing the paperwork with the County.” We; De. Roll call, Chair Sasnett abstained. Directors Leslie and Record absent. Motion did not pass.
- 11) APPROVAL TO MOVE FORWARD WITH THE CEQA STUDY FOR THE STALLION SPRINGS WATER BLENDING PROJECT GRANT AT A COST NOT TO EXCEED \$20,400. - Sa - “I make a motion for approval to move forward with the CEQA Study for the Stallion Springs water blending project grant at a cost not to exceed \$20,400.” Sa; We. Roll call, all ayes. Directors Leslie and Record absent.
- 12) APPROVAL OF THE OCTOBER 17, 2023, REGULAR BOARD MEETING MINUTES, THE OCTOBER 25, 2023 AND OCTOBER 26, 2023 SPECIAL BOARD MEETING MINUTES. We – “I make a motion for approval of the October 17, 2023, regular Board Meeting minutes, the October 25, 2023 and October 26, 2023 Special Board Meeting minutes.” We; Sa. Roll call, all ayes. Directors Leslie and Record absent.
- 13) APPROVAL OF CHECKS FOR OCTOBER 2023 AND THE CALPERS RETIREMENT PAYMENTS. We - “I make a motion for approval of the checks for October 2023 and the CalPERS retirement payments.” We; Sa. Roll call, all ayes. Directors Leslie and Record absent.
- 14) FINANCIAL REPORTS. Chair Sasnett - “Financial reports RECEIVED AND FILED.”
- 15) GENERAL MANAGER’S REPORT. The General Manager reviewed her report. Chair Sasnett - “RECEIVED AND FILED.”
- 16) MOTION TO ADJOURN. Sa- “I make a motion to adjourn.”

Signed:

Attest:

Teresa Sasnett, President
Board of Directors

Vanessa Stevens, Secretary
Board of Directors

**Stallion Springs Community Services District
Payables Detail Report by Month**

November 2023

Accrual Basis

Type	Date	Name	Memo	Account	Class	Debit	Credit	Balance
AMERICAN INCORPORATED								
Bill	11/01/2023	AMERICAN INCORPORATED		2000 Accounts Payables			1,850.00	-1,850.00
Bill	11/01/2023	AMERICAN INCORPORATED	PROP 68 PARKS IMPROVEMENT - PER CAPITA GRANT D.	8019 Capital Improvements	02-Parks & Rec	1,850.00		0.00
Total AMERICAN INCORPORATED						1,850.00	1,850.00	0.00
ANNOUNCE SOLUTIONS								
Bill	11/30/2023	ANNOUNCE SOLUTIONS		2000 Accounts Payables			937.50	-937.50
Bill	11/30/2023	ANNOUNCE SOLUTIONS	MONTHLY MAINTENANCE/NETWORK ANALYSIS PROJE	5673 Misc. Contract Services	01-Admin	937.50		0.00
Total ANNOUNCE SOLUTIONS						937.50	937.50	0.00
ARGO CHEMICAL-INC.								
Bill	11/21/2023	ARGO CHEMICAL-INC		2000 Accounts Payables			1,455.19	-1,455.19
Bill	11/21/2023	ARGO CHEMICAL-INC	HYPOCHLORITE SOLUTION 12.5%/TAXES/FEES	5523 Chemicals	06-Sewer	1,455.19		0.00
Total ARGO CHEMICAL-INC.						1,455.19	1,455.19	0.00
AT&T MOBILITY								
Bill	11/30/2023	AT&T MOBILITY		2000 Accounts Payables			69.72	-69.72
Bill	11/30/2023	AT&T MOBILITY	TABLET - SCADA	5319 Telephone	05-Water	69.72		0.00
Total AT&T MOBILITY						69.72	69.72	0.00
AUTO ZONE								
Bill	11/13/2023	AUTO ZONE		2000 Accounts Payables			67.10	-67.10
Bill	11/13/2023	AUTO ZONE	VEHICLE #8 - A/C - HEATER BLOWER MOTOR	5415 R & S Vehicles	04-Roads	67.10		0.00
Total AUTO ZONE						67.10	67.10	0.00
BEST BEST & KRIEGER LLP								
Bill	11/30/2023	BEST BEST & KRIEGER LLP		2000 Accounts Payables			4,142.22	-4,142.22
Bill	11/30/2023	BEST BEST & KRIEGER LLP	LEGAL	5615 Legal	01-Admin	349.20		-3,793.02
Bill	11/30/2023	BEST BEST & KRIEGER LLP	LEGAL	5615 Legal	05-Water	1,450.50		-2,342.52
Bill	11/30/2023	BEST BEST & KRIEGER LLP	LEGAL	5615 Legal	06-Sewer	1,002.40		-1,340.12
Bill	11/30/2023	BEST BEST & KRIEGER LLP	LEGAL	5615 Legal	08-Solid Waste	1,244.10		-96.02
Bill	11/30/2023	BEST BEST & KRIEGER LLP	SHIPPING FEE	5257 Permits/Fees/Inspection	05-Water	31.76		-64.26
Bill	11/30/2023	BEST BEST & KRIEGER LLP	POSTAGE FEE	5223 Postage & UPS	05-Water	64.26		0.00
Bill	11/30/2023	BEST BEST & KRIEGER LLP		2000 Accounts Payables			3,144.02	-3,144.02
Bill	11/30/2023	BEST BEST & KRIEGER LLP	LEGAL	5615 Legal	06-Sewer	3,144.02		0.00
Total BEST BEST & KRIEGER LLP						7,286.24	7,286.24	0.00
BLOUIN, DEBRA								
Bill	11/28/2023	BLOUIN, DEBRA		2000 Accounts Payables			641.85	-641.85
Bill	11/28/2023	BLOUIN, DEBRA	REFUND - CREDIT BALANCE ON WATER BILL	4327 Water Sales Domestic	05-Water	641.85		0.00
Total BLOUIN, DEBRA						641.85	641.85	0.00
BSK ASSOCIATES								
Bill	11/01/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/01/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/01/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/01/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/01/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/01/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/01/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/01/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/07/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/07/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/14/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/14/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/17/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/17/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Bill	11/30/2023	BSK ASSOCIATES		2000 Accounts Payables			60.00	-60.00
Bill	11/30/2023	BSK ASSOCIATES	LAB ANALYSIS	5631 Lab Analysis	06-Sewer	60.00		0.00
Total BSK ASSOCIATES						480.00	480.00	0.00
CALIFORNIA CONSULTING, INC								
Bill	11/01/2023	CALIFORNIA CONSULTING, INC		2000 Accounts Payables			4,250.00	-4,250.00
Bill	11/01/2023	CALIFORNIA CONSULTING, INC	GRANT WRITING SERVICES MTHLY RETAINER 11/1 - 11/...	5627 Consulting	05-Water	4,250.00		0.00
Total CALIFORNIA CONSULTING, INC						4,250.00	4,250.00	0.00
CANON FINANCIAL SERVICES, INC.								
Bill	11/27/2023	CANON FINANCIAL SERVICES, INC.		2000 Accounts Payables			243.77	-243.77
Bill	11/27/2023	CANON FINANCIAL SERVICES, INC.	CANON MACHINE CONTRACT MTHLY 11/1/23 - 11/30/23	5673 Misc. Contract Services	01-Admin	243.77		0.00
Total CANON FINANCIAL SERVICES, INC						243.77	243.77	0.00
CLA-VAL COMPANY-INC.								
Bill	11/21/2023	CLA-VAL COMPANY-INC.		2000 Accounts Payables			6,079.31	-6,079.31
Bill	11/21/2023	CLA-VAL COMPANY-INC.	REBUILD & SERVICE PRV ON UPPER MUSTANG 18960	5673 Misc. Contract Services	05-Water	6,079.31		0.00
Bill	11/21/2023	CLA-VAL COMPANY-INC.		2000 Accounts Payables			900.20	-900.20
Bill	11/21/2023	CLA-VAL COMPANY-INC.	PRV SERVICE FOR HORSETHIEF DR 29650	5673 Misc. Contract Services	05-Water	900.20		0.00
Total CLA-VAL COMPANY-INC.						6,979.51	6,979.51	0.00
COAST TO COAST SOLUTIONS								
Bill	11/20/2023	COAST TO COAST SOLUTIONS		2000 Accounts Payables			344.39	-344.39
Bill	11/20/2023	COAST TO COAST SOLUTIONS	NITRILE GLOVES - SIZES XL/M/L	5531 Supplies & Materials	03-Public Safety	344.39		0.00
Bill	11/30/2023	COAST TO COAST SOLUTIONS		2000 Accounts Payables			345.85	-345.85
Bill	11/30/2023	COAST TO COAST SOLUTIONS	EVIDENCE SUPPLIES - PAPER BAGS/LRG DUFFEL BAG	5531 Supplies & Materials	03-Public Safety	345.85		0.00
Total COAST TO COAST SOLUTIONS						690.24	690.24	0.00
COLONIAL LIFE INSURANCE								
Bill	11/30/2023	COLONIAL LIFE INSURANCE		2000 Accounts Payables			365.52	-365.52
Bill	11/30/2023	COLONIAL LIFE INSURANCE	EMPLOYEE INSURANCE-EMPLOYER PORTION	5155 Disability Insurance	01-Admin	113.02		-252.50
Bill	11/30/2023	COLONIAL LIFE INSURANCE	EMPLOYEE INSURANCE-EMPLOYER PORTION	5155 Disability Insurance	02-Parks & Rec	46.16		-206.34
Bill	11/30/2023	COLONIAL LIFE INSURANCE	EMPLOYEE INSURANCE-EMPLOYER PORTION	5155 Disability Insurance	03-Public Safety	46.16		-160.18
Bill	11/30/2023	COLONIAL LIFE INSURANCE	EMPLOYEE INSURANCE-EMPLOYER PORTION	5155 Disability Insurance	05-Water	115.40		-44.78
Bill	11/30/2023	COLONIAL LIFE INSURANCE	EMPLOYEE INSURANCE-EMPLOYER PORTION	5155 Disability Insurance	06-Sewer	44.78		0.00
Total COLONIAL LIFE INSURANCE						365.52	365.52	0.00

**Stallion Springs Community Services District
Payables Detail Report by Month**

Accrual Basis

November 2023

Type	Date	Name	Memo	Account	Class	Debit	Credit	Balance
CORE & MAIN, LP								
Bill	11/08/2023	CORE & MAIN, LP		2000 Accounts Payables			368.07	-368.07
Bill	11/08/2023	CORE & MAIN, LP	6 - 2" GATE VALVES	5531 Supplies & Materials	05-Water	368.07		0.00
Bill	11/08/2023	CORE & MAIN, LP		2000 Accounts Payables			448.22	-448.22
Bill	11/08/2023	CORE & MAIN, LP	BANDS/BRASS PLUGS/CUPLINGS/NIPPLES	5531 Supplies & Materials	05-Water	448.22		0.00
Bill	11/09/2023	CORE & MAIN, LP		2000 Accounts Payables			1,317.96	-1,317.96
Bill	11/09/2023	CORE & MAIN, LP	30 - 1" INSTA TITES (BACK ORDERS)	5531 Supplies & Materials	05-Water	1,317.96		0.00
Bill	11/17/2023	CORE & MAIN, LP		2000 Accounts Payables			1,883.78	-1,883.78
Bill	11/17/2023	CORE & MAIN, LP	SUPPLIES FOR FIRE HYDRANT REPAIRS	5531 Supplies & Materials	05-Water	1,883.78		0.00
Total CORE & MAIN, LP						4,018.03	4,018.03	0.00
E.R. MOORE TERMITES AND PEST CONTROL								
Bill	11/01/2023	E.R. MOORE TERMITES AND PEST CONTROL		2000 Accounts Payables			85.00	-85.00
Bill	11/01/2023	E.R. MOORE TERMITES AND PEST CONTROL	EXTERMINATOR - GYM AREA	5673 Misc. Contract Services	02-Parks & Rec	85.00		0.00
Bill	11/01/2023	E.R. MOORE TERMITES AND PEST CONTROL		2000 Accounts Payables			85.00	-85.00
Bill	11/01/2023	E.R. MOORE TERMITES AND PEST CONTROL	EXTERMINATOR - OFFICE	5673 Misc. Contract Services	01-Admin	42.50		-42.50
Bill	11/01/2023	E.R. MOORE TERMITES AND PEST CONTROL	EXTERMINATOR - PUBLIC WORKS	5673 Misc. Contract Services	05-Water	42.50		0.00
Total E.R. MOORE TERMITES AND PEST CONTROL						170.00	170.00	0.00
FC MANAGEMENT SERVICES, INC								
Bill	11/21/2023	FC MANAGEMENT SERVICES, INC		2000 Accounts Payables			2,000.00	-2,000.00
Bill	11/21/2023	FC MANAGEMENT SERVICES, INC	PICK UP E-WASTE AT TRASH SITE	5673 Misc. Contract Services	08-Solid Waste	2,000.00		0.00
Total FC MANAGEMENT SERVICES, INC						2,000.00	2,000.00	0.00
GARZA, JASON								
Bill	11/30/2023	GARZA, JASON		2000 Accounts Payables			1,975.00	-1,975.00
Bill	11/30/2023	GARZA, JASON	ONSITE IT (25%)	5673 Misc. Contract Services	01-Admin	493.75		-1,481.25
Bill	11/30/2023	GARZA, JASON	MONITORING WASTE SITE (75%)	5673 Misc. Contract Services	08-Solid Waste	1,481.25		0.00
Total GARZA, JASON						1,975.00	1,975.00	0.00
GAS COMPANY								
Bill	11/27/2023	GAS COMPANY	15502617127	2000 Accounts Payables			92.82	-92.82
Bill	11/27/2023	GAS COMPANY	NATURAL GAS - PELLISIER	5327 Natural Gas	05-Water	92.82		0.00
Bill	11/27/2023	GAS COMPANY	16937027700	2000 Accounts Payables			51.73	-51.73
Bill	11/27/2023	GAS COMPANY	NATURAL GAS - GYM	5327 Natural Gas	02-Parks & Rec	51.73		0.00
Bill	11/27/2023	GAS COMPANY	15676656166	2000 Accounts Payables			53.45	-53.45
Bill	11/27/2023	GAS COMPANY	NATURAL GAS - ADMIN/VPD	5327 Natural Gas	01-Admin	53.45		0.00
Bill	11/27/2023	GAS COMPANY	03077227803	2000 Accounts Payables			15.78	-15.78
Bill	11/27/2023	GAS COMPANY	NATURAL GAS - POOL	5327 Natural Gas	02-Parks & Rec	15.78		0.00
Bill	11/27/2023	GAS COMPANY	11931674714	2000 Accounts Payables			272.55	-272.55
Bill	11/27/2023	GAS COMPANY	NATURAL GAS - FIRE	5327 Natural Gas	07-Fire	272.55		0.00
Total GAS COMPANY						486.33	486.33	0.00
HOME DEPOT CREDIT SERVICES-INC.								
Bill	11/15/2023	HOME DEPOT CREDIT SERVICES-INC.		2000 Accounts Payables			494.03	-494.03
Bill	11/15/2023	HOME DEPOT CREDIT SERVICES-INC.	TOOLS/MOUSE TRAPS	5531 Supplies & Materials	04-Roads	247.01		-247.01
Bill	11/15/2023	HOME DEPOT CREDIT SERVICES-INC.	TOOLS/MOUSE TRAPS	5531 Supplies & Materials	05-Water	247.02		0.00
Bill	11/16/2023	HOME DEPOT CREDIT SERVICES-INC.		2000 Accounts Payables			88.72	-88.72
Bill	11/16/2023	HOME DEPOT CREDIT SERVICES-INC.	FAUCET, VALVES AND SUPPLY LINES	5531 Supplies & Materials	01-Admin	88.72		0.00
Total HOME DEPOT CREDIT SERVICES-INC.						582.75	582.75	0.00
KERN COUNTY ENVIROMENTAL HEALT								
Bill	11/03/2023	KERN COUNTY ENVIROMENTAL HEALT		2000 Accounts Payables			10.00	-10.00
Bill	11/03/2023	KERN COUNTY ENVIROMENTAL HEALT	STATE SERVICE CHG - OVERSITE	5257 Permits/Fees/Inspection	01-Admin	10.00		0.00
Total KERN COUNTY ENVIROMENTAL HEALT						10.00	10.00	0.00
LOPEZ, HEIDI								
Bill	11/01/2023	LOPEZ, HEIDI		2000 Accounts Payables			125.00	-125.00
Bill	11/01/2023	LOPEZ, HEIDI	REFUND FOR DANCE CLASS	5709 Programs & Event Exp...	02-Parks & Rec	125.00		0.00
Total LOPEZ, HEIDI						125.00	125.00	0.00
MIRACLE PLAYSYSTEMS, INC								
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC		2000 Accounts Payables			3,216.72	-3,216.72
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC	PROP 68 PARKS IMPROVEMENT - PER CAPITA GRANT	8019 Capital Improvements	02-Parks & Rec	3,216.72		0.00
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC		2000 Accounts Payables			5,473.64	-5,473.64
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC	PROP 68 PARKS IMPROVEMENT - PER CAPITA GRANT	8019 Capital Improvements	02-Parks & Rec	5,473.64		0.00
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC		2000 Accounts Payables			3,715.14	-3,715.14
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC	COMMUNITY CENTER PLAYGROUND - WOOD CHIPS 150...	5531 Supplies & Materials	02-Parks & Rec	3,715.14		0.00
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC		2000 Accounts Payables			2,183.28	-2,183.28
Bill	11/01/2023	MIRACLE PLAYSYSTEMS, INC	COMMUNITY CENTER PLAYGROUND WOOD CHIP FREI...	5531 Supplies & Materials	02-Parks & Rec	2,183.28		0.00
Total MIRACLE PLAYSYSTEMS, INC						14,588.78	14,588.78	0.00
NBS GOVERNMENT FINANCE GROUP								
Bill	11/08/2023	NBS GOVERNMENT FINANCE GROUP		2000 Accounts Payables			1,500.00	-1,500.00
Bill	11/08/2023	NBS GOVERNMENT FINANCE GROUP	PROP 218 ROAD STUDY	5673 Misc. Contract Services	04-Roads	1,500.00		0.00
Total NBS GOVERNMENT FINANCE GROUP						1,500.00	1,500.00	0.00
NIGRO & NIGRO, PC - INC.								
Bill	11/08/2023	NIGRO & NIGRO, PC - INC.		2000 Accounts Payables			9,000.00	-9,000.00
Bill	11/08/2023	NIGRO & NIGRO, PC - INC.	FINAL AUDIT WORK JUNE 30, 2023	5623 Audit	01-Admin	9,000.00		0.00
Total NIGRO & NIGRO, PC - INC.						9,000.00	9,000.00	0.00

Stallion Springs Community Services District
Payables Detail Report by Month

November 2023

Table with columns: Type, Date, Name, Memo, Account, Class, Debit, Credit, Balance. Rows include PACE ANALYTICAL SERVICES, LLC; PETTY CASH; PITNEY BOWES; PRECISION BALANCE SPECIALIST, INC.; PROVOST & PRITCHARD-INC.; RACE COMMUNICATIONS COMPANY; RELIANCE FENCE COMPANY, INC.; RSI PETROLEUM-INC.; RUGGERI, THOMAS; SOUTHERN CALIFORNIA EDISON.

Stallion Springs Community Services District

Payables Detail Report by Month

November 2023

Type	Date	Name	Memo	Account	Class	Debit	Credit	Balance
SPECIAL DISTRICTS RISK MANAGEM								
Bill	11/01/2023	SPECIAL DISTRICTS RISK MAN	BI2223009234-0001	2000 Accounts Payables			13.70	-13.70
Bill	11/01/2023	SPECIAL DISTRICTS RISK MAN	DIFFERENCE ON CLAIM - DEDUCTIBLE	5215 Insurance	01-Admin	13.70		0.00
Bill	11/08/2023	SPECIAL DISTRICTS RISK MAN		2000 Accounts Payables			10.83	-10.83
Bill	11/08/2023	SPECIAL DISTRICTS RISK MAN	ADDED EQUIPMENT - JOHN DEERE GATOR TS-GATOR	5215 Insurance	02-Parks & Rec	5.41		-5.42
Bill	11/08/2023	SPECIAL DISTRICTS RISK MAN	ADDED EQUIPMENT - JOHN DEERE GATOR TS-GATOR	5215 Insurance	04-Roads	5.42		0.00
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN		2000 Accounts Payables			12,319.44	-12,319.44
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	MEDICAL INSURANCE (NOV)	5135 Medical Insurance	01-Admin	1,651.60		-10,667.84
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	MEDICAL INSURANCE (NOV)	5135 Medical Insurance	02-Parks & Rec	1,093.31		-9,574.53
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	MEDICAL INSURANCE (NOV)	5135 Medical Insurance	03-Public Safety	3,945.06		-5,629.47
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	MEDICAL INSURANCE (NOV)	5135 Medical Insurance	05-Water	3,071.98		-2,557.49
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	MEDICAL INSURANCE (NOV)	5135 Medical Insurance	06-Sewer	2,557.49		0.00
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN		2000 Accounts Payables			689.89	-689.89
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	DENTAL INSURANCE (NOV)	5139 Dental Insurance	01-Admin	61.48		-628.41
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	DENTAL INSURANCE (NOV)	5139 Dental Insurance	02-Parks & Rec	56.63		-571.78
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	DENTAL INSURANCE (NOV)	5139 Dental Insurance	03-Public Safety	228.35		-343.43
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	DENTAL INSURANCE (NOV)	5139 Dental Insurance	05-Water	131.02		-212.41
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	DENTAL INSURANCE (NOV)	5139 Dental Insurance	06-Sewer	109.08		-103.33
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	VISION INSURANCE (NOV)	5143 Vision Insurance	01-Admin	9.88		-93.45
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	VISION INSURANCE (NOV)	5143 Vision Insurance	02-Parks & Rec	9.91		-83.54
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	VISION INSURANCE (NOV)	5143 Vision Insurance	03-Public Safety	40.69		-42.85
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	VISION INSURANCE (NOV)	5143 Vision Insurance	05-Water	22.66		-20.19
Bill	11/30/2023	SPECIAL DISTRICTS RISK MAN	VISION INSURANCE (NOV)	5143 Vision Insurance	06-Sewer	20.19		0.00
Total SPECIAL DISTRICTS RISK MANAGEM						13,033.86	13,033.86	0.00
STATE WATER RESOURCE CONTROL B								
Bill	11/29/2023	STATE WATER RESOURCE CO	555106	2000 Accounts Payables			4,208.00	-4,208.00
Bill	11/29/2023	STATE WATER RESOURCE CO	ANNUAL PERMIT FEE FACILITY 5D150118002 7-1-23 TO 6...	5257 Permits/Fees/Inspection	05-Water	4,208.00		0.00
Bill	11/29/2023	STATE WATER RESOURCE CO	554774	2000 Accounts Payables			3,746.00	-3,746.00
Bill	11/29/2023	STATE WATER RESOURCE CO	ANNUAL PERMIT FEE - FACILITY 5SSO10459 7-1-23 TO 6...	5257 Permits/Fees/Inspection	05-Water	3,746.00		0.00
Total STATE WATER RESOURCE CONTROL B						7,954.00	7,954.00	0.00
STATEWIDE TRAFFIC SAFETY & SIGNS, INC.								
Bill	11/07/2023	STATEWIDE TRAFFIC SAFETY		2000 Accounts Payables			340.22	-340.22
Bill	11/07/2023	STATEWIDE TRAFFIC SAFETY	GLASS BEADS FOR CROSSWALKS - 10 BAGS 50 LBS	5531 Supplies & Materials	04-Roads	340.22		0.00
Total STATEWIDE TRAFFIC SAFETY & SIGNS, INC.						340.22	340.22	0.00
STOLIKER, PAMELA								
Bill	11/15/2023	STOLIKER, PAMELA		2000 Accounts Payables			55.00	-55.00
Bill	11/15/2023	STOLIKER, PAMELA	REFUND FOR HOLIDAY BOUTIQUE	5709 Programs & Event Exp	02-Parks & Rec	55.00		0.00
Total STOLIKER, PAMELA						55.00	55.00	0.00
STREAMLINE, INC								
Bill	11/01/2023	STREAMLINE, INC		2000 Accounts Payables			249.00	-249.00
Bill	11/01/2023	STREAMLINE, INC	MONTHLY MEMBER FEE - WEBSITE	5673 Misc. Contract Services	01-Admin	249.00		0.00
Total STREAMLINE, INC						249.00	249.00	0.00
TEHACHAPI CUMMINGS COUNTY WATE								
Bill	11/01/2023	TEHACHAPI CUMMINGS COUN		2000 Accounts Payables			13,243.98	-13,243.98
Bill	11/01/2023	TEHACHAPI CUMMINGS COUN	DOMESTIC WATER - WELLS	5543 Water Purchase Dome	05-Water	13,243.98		0.00
Bill	11/01/2023	TEHACHAPI CUMMINGS COUN		2000 Accounts Payables			10.20	-10.20
Bill	11/01/2023	TEHACHAPI CUMMINGS COUN	DOMESTIC WATER - SSCV3FLUSH	5543 Water Purchase Dome	05-Water	10.20		0.00
Bill	11/30/2023	TEHACHAPI CUMMINGS COUN		2000 Accounts Payables			5.43	-5.43
Bill	11/30/2023	TEHACHAPI CUMMINGS COUN	SSCV3FLUSH	5543 Water Purchase Dome	05-Water	5.43		0.00
Bill	11/30/2023	TEHACHAPI CUMMINGS COUN		2000 Accounts Payables			9,948.75	-9,948.75
Bill	11/30/2023	TEHACHAPI CUMMINGS COUN	DOMESTICE WATER WELLS	5543 Water Purchase Dome	05-Water	9,948.75		0.00
Total TEHACHAPI CUMMINGS COUNTY WATE						23,208.36	23,208.36	0.00
TEL TEC SECURITY SYSTEMS, INC.								
Bill	11/27/2023	TEL TEC SECURITY SYSTEMS,		2000 Accounts Payables			55.00	-55.00
Bill	11/27/2023	TEL TEC SECURITY SYSTEMS,	ALARM MONITORING SYSTEM	5673 Misc. Contract Services	02-Parks & Rec	55.00		0.00
Total TEL TEC SECURITY SYSTEMS, INC.						55.00	55.00	0.00
UMPQUA BANK								
Bill	11/30/2023	UMPQUA BANK	48072509000000009	2000 Accounts Payables			16,486.71	-16,486.71
Bill	11/30/2023	UMPQUA BANK	CREDIT CARD	2102 CSDA-Bank of Umpqua	01-Admin	1,276.78		-15,209.93
Bill	11/30/2023	UMPQUA BANK	CREDIT CARD	2102 CSDA-Bank of Umpqua	02-Parks & Rec	2,737.64		-12,472.29
Bill	11/30/2023	UMPQUA BANK	CREDIT CARD	2102 CSDA-Bank of Umpqua	03-Public Safety	10,802.50		-1,669.79
Bill	11/30/2023	UMPQUA BANK	CREDIT CARD	2102 CSDA-Bank of Umpqua	04-Roads	84.54		-1,585.25
Bill	11/30/2023	UMPQUA BANK	CREDIT CARD	2102 CSDA-Bank of Umpqua	05-Water	1,413.99		-171.26
Bill	11/30/2023	UMPQUA BANK	CREDIT CARD	2102 CSDA-Bank of Umpqua	06-Sewer	171.26		0.00
Total UMPQUA BANK						16,486.71	16,486.71	0.00
USA WASTE OF CALIFORNIA, INC.								
Bill	11/30/2023	USA WASTE OF CALIFORNIA, I		2000 Accounts Payables			7,823.16	-7,823.16
Bill	11/30/2023	USA WASTE OF CALIFORNIA, I	31 ROLL OFFS	5643 Refuse Collection	08-Solid Waste	7,823.16		0.00
Bill	11/30/2023	USA WASTE OF CALIFORNIA, I		2000 Accounts Payables			1,261.80	-1,261.80
Bill	11/30/2023	USA WASTE OF CALIFORNIA, I	GREEN WASTE	5643 Refuse Collection	08-Solid Waste	1,261.80		0.00
Total USA WASTE OF CALIFORNIA, INC.						9,084.96	9,084.96	0.00
VERIZON WIRELESS								
Bill	11/27/2023	VERIZON WIRELESS		2000 Accounts Payables			316.49	-316.49
Bill	11/27/2023	VERIZON WIRELESS	CELL PHONE - PD	5639 Radio/Repeater/Cellph	03-Public Safety	274.98		-41.51
Bill	11/27/2023	VERIZON WIRELESS	CELL PHONE - ON CALL PHONE	5639 Radio/Repeater/Cellph	05-Water	41.51		0.00
Total VERIZON WIRELESS						316.49	316.49	0.00
TOTAL						188,039.92	188,039.92	0.00

**Stallion Springs Community Services District
Check Detail**

CALPERS - NOV 2023

Type	Num	Date	Name	Memo	Account	Paid Amount	Class	Original Amount
Check	PERS	11/14/2023	CALPERS-ADP	PERS-ADP #23-23	1150 - Cash-Bank of the West/BMO			-8,235.31
				PERS-ADP #23-23	5149 - CalPers Retirement (CSD)	-963.60	01-Admin	963.60
				PERS-ADP #23-23	5149 - CalPers Retirement (CSD)	-214.06	02-Parks & Rec	214.06
				PERS-ADP #23-23	5149 - CalPers Retirement (CSD)	-2,111.20	03-Public Safety	2,111.20
				PERS-ADP #23-23	5149 - CalPers Retirement (CSD)	-1,035.90	05-Water	1,035.90
				PERS-ADP #23-23	5149 - CalPers Retirement (CSD)	-249.14	06-Sewer	249.14
				PERS-ADP #23-23	5150 - CalPers Retirement (Employees)	-3,661.41	01-Admin	3,661.41
TOTAL						-8,235.31		8,235.31
Check	PERS	11/28/2023	CALPERS-ADP	PERS-ADP #23-24	1150 - Cash-Bank of the West/BMO			-8,284.70
				PERS-ADP #23-24	5149 - CalPers Retirement (CSD)	-949.53	01-Admin	949.53
				PERS-ADP #23-24	5149 - CalPers Retirement (CSD)	-198.25	02-Parks & Rec	198.25
				PERS-ADP #23-24	5149 - CalPers Retirement (CSD)	-2,252.69	03-Public Safety	2,252.69
				PERS-ADP #23-24	5149 - CalPers Retirement (CSD)	-1,035.90	05-Water	1,035.90
				PERS-ADP #23-24	5149 - CalPers Retirement (CSD)	-249.14	06-Sewer	249.14
				PERS-ADP #23-24	5150 - CalPers Retirement (Employees)	-3,599.19	01-Admin	3,599.19
TOTAL						-8,284.70		8,284.70

1:08 PM

12/04/23

Stallion Springs Community Services District
Reconciliation Summary
2102 · CSDA-Bank of Umpqua, Period Ending 11/30/2023

	<u>Nov 30, 23</u>
Beginning Balance	10,591.12
Cleared Transactions	
Charges and Cash Advances - 40 items	-16,661.85
Payments and Credits - 8 items	10,766.26
Total Cleared Transactions	<u>-5,895.59</u>
Cleared Balance	<u>16,486.71</u>
Register Balance as of 11/30/2023	16,486.71
Ending Balance	16,486.71

Stallion Springs Community Services District Reconciliation Detail 2102 - CSDA-Bank of Umpqua, Period Ending 11/30/2023

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						10,591.12
Cleared Transactions						
Charges and Cash Advances - 40 items						
Credit Card Charge	11/01/2023	114-3...	AMAZON.COM	X	-782.64	-782.64
Credit Card Charge	11/01/2023	113-4...	AMAZON.COM	X	-234.83	-1,017.47
Credit Card Charge	11/01/2023	NOV ...	INDEED	X	-184.00	-1,201.47
Credit Card Charge	11/01/2023	NOV ...	LIVEVIEW GPS INC.	X	-159.50	-1,360.97
Credit Card Charge	11/01/2023	613869	SAVE MART SUPE...	X	-95.95	-1,456.92
Credit Card Charge	11/01/2023	664191	WALMART	X	-73.20	-1,530.12
Credit Card Charge	11/01/2023	671400	HOME DEPOT	X	-64.84	-1,594.96
Credit Card Charge	11/01/2023	654156	WALMART	X	-53.84	-1,648.80
Credit Card Charge	11/01/2023	114-8...	AMAZON.COM	X	-23.78	-1,672.58
Credit Card Charge	11/01/2023	112-0...	AMAZON.COM	X	-16.17	-1,688.75
Credit Card Charge	11/02/2023	113-4...	AMAZON.COM	X	-97.82	-1,786.57
Credit Card Charge	11/02/2023	112-1...	AMAZON.COM	X	-38.53	-1,825.10
Credit Card Charge	11/03/2023	111-2...	AMAZON.COM	X	-205.60	-2,030.70
Credit Card Charge	11/06/2023	NOV ...	ZIPRECRUITER, INC.	X	-504.00	-2,534.70
Credit Card Charge	11/07/2023	680777	1ST PRIORITY VE...	X	-185.10	-2,719.80
Credit Card Charge	11/08/2023	NOV ...	MICROSOFT	X	-123.75	-2,843.55
Credit Card Charge	11/09/2023	16628	TEHACHAPI TRAN...	X	-635.42	-3,478.97
Credit Card Charge	11/09/2023	112-6...	AMAZON.COM	X	-23.36	-3,502.33
Credit Card Charge	11/13/2023	114-8...	AMAZON.COM	X	-182.52	-3,684.85
Credit Card Charge	11/13/2023	72806...	ORIENTAL TRADIN...	X	-149.24	-3,834.09
Credit Card Charge	11/13/2023	114-8...	AMAZON.COM	X	-40.03	-3,874.12
Credit Card Charge	11/14/2023	112-1...	AMAZON.COM	X	-194.84	-4,068.96
Credit Card Charge	11/15/2023	99320...	NORTHERN TOOL ...	X	-865.96	-4,934.92
Credit Card Charge	11/15/2023	113-0...	AMAZON.COM	X	-514.54	-5,449.46
Credit Card Charge	11/15/2023	NOV ...	CANVA	X	-14.99	-5,464.45
Credit Card Charge	11/16/2023	14487	SP HYDROW INC	X	-2,051.61	-7,516.06
Credit Card Charge	11/16/2023	113-7...	AMAZON.COM	X	-44.38	-7,560.44
Credit Card Charge	11/16/2023	113-5...	AMAZON.COM	X	-40.16	-7,600.60
Credit Card Charge	11/20/2023	114-5...	AMAZON.COM	X	-32.89	-7,633.49
Credit Card Charge	11/22/2023	15871...	SP REP FITNESS	X	-1,401.75	-9,035.24
Credit Card Charge	11/22/2023	USC1...	ROGUE FITNESS	X	-1,131.77	-10,167.01
Credit Card Charge	11/23/2023	30019...	HORIZON FITNESS	X	-1,080.34	-11,247.35
Credit Card Charge	11/24/2023	114-8...	AMAZON.COM	X	-211.08	-11,458.43
Credit Card Charge	11/27/2023	WEB2...	GRAINGER	X	-1,055.46	-12,513.89
Credit Card Charge	11/27/2023	NOV ...	ZIPRECRUITER, INC.	X	-504.00	-13,017.89
Credit Card Charge	11/28/2023	NOV ...	SP FORCE - USA	X	-3,409.86	-16,427.75
Credit Card Charge	11/28/2023	NOV ...	INDEED	X	-120.00	-16,547.75
Credit Card Charge	11/28/2023	631162	SAVE MART SUPE...	X	-48.80	-16,596.55
Credit Card Charge	11/28/2023	NOV ...	RACKSPACE	X	-36.78	-16,633.33
Credit Card Charge	11/28/2023	620963	DOLLAR TREE, INC.	X	-28.52	-16,661.85
Total Charges and Cash Advances					-16,661.85	-16,661.85
Payments and Credits - 8 items						
Bill	10/31/2023	OCT 2...	UMPQUA BANK	X	220.76	220.76
Bill	10/31/2023	OCT 2...	UMPQUA BANK	X	345.34	566.10
Bill	10/31/2023	OCT 2...	UMPQUA BANK	X	857.70	1,423.80
Bill	10/31/2023	OCT 2...	UMPQUA BANK	X	1,877.45	3,301.25
Bill	10/31/2023	OCT 2...	UMPQUA BANK	X	2,702.05	6,003.30
Bill	10/31/2023	OCT 2...	UMPQUA BANK	X	4,587.82	10,591.12
Credit Card Credit	11/16/2023	NOV ...	SP HYDROW INC	X	150.25	10,741.37
Credit Card Credit	11/20/2023	REFU...	AMAZON.COM	X	24.89	10,766.26
Total Cleared Transactions					-5,895.59	-5,895.59
Cleared Balance					5,895.59	16,486.71
Register Balance as of 11/30/2023					5,895.59	16,486.71
Ending Balance					5,895.59	16,486.71

**Stallion Springs Community Services District
Balance Sheet
As of November 30, 2023**

**11:09 AM
12/12/2023
Accrual Basis
Nov 30, 23**

ASSETS

Current Assets

Checking/Savings

1100 · County of Kern Funds	
1115 · Cash On Account-50380 General	642,639.25
1116 · Cash On Account-50384 Slef	41,879.83
1117 · Cash On Account-50385 Water	10,117.06
1118 · Cash On Account-50390 Cap. Imp	4,674,006.34
1119 · Cash On Account-50395 Bond	20,477.13
1121 · Cash On Account-50386 Sewer	768.68
1122 · Cash On Account-50387 Roads	45,492.49
1123 · Cash On Account-50388 Police	14,885.08
1124 · Cash On Account-50389 Mailbox	10.46
1125 · Cash On Account-50391 SSDLQ	15.04
1126 · Cash On Account-50392 PD/Admin	271.18
1127 · Cash On Account-50393 Wtr Flat	76.17
1128 · Cash On Account-50394 Swr Flat	140.19
1129 · Cash On Account-County FMV	<u>-201,129.00</u>
Total 1100 · County of Kern Funds	5,249,649.90
1130 · Cash On Account-Petty Cash	900.00
1140 · Cash-Bank of the Sierra	275,703.59
1150 · Cash-Bank of the West/BMO	<u>84,861.39</u>
Total Checking/Savings	5,611,114.88

Stallion Springs Community Services District
Profit & Loss by Class YTD

July 2023 thru November 2023

Accrual Basis

	01-Admin	02-Parks & Rec	03-Public Safety	04-Roads	05-Water	06-Sewer	07-Fire	08-Solid Waste	09-Art Comm	TOTAL
Ordinary Income/Expense										
Income										
4100 - Tax Revenues										
4115 - Property Taxes, Current	0.00	0.00	53,956.72	0.00	0.00	0.00	0.00	0.00	0.00	53,956.72
4119 - Prior Secured Property Taxes	2,799.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,799.05
4120 - G.F. Fines Forfeits & Penalties	491.35	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	491.35
4123 - Current Unsec. Property Taxes	99,129.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	99,129.82
4127 - Prior Unsec. Property Taxes	119.67	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	119.67
Total 4100 - Tax Revenues	102,539.90	0.00	53,956.72	0.00	0.00	0.00	0.00	0.00	0.00	156,496.62
4200 - Road Assessment Revenues										
4215 - Road Assessment Current	0.00	0.00	0.00	35,827.47	0.00	0.00	0.00	0.00	0.00	35,827.47
4219 - Road Assessment Prior	0.00	0.00	0.00	5,934.70	0.00	0.00	0.00	0.00	0.00	5,934.70
4220 - Road-Fines Forfeits & Penalties	0.00	0.00	0.00	1,610.30	0.00	0.00	0.00	0.00	0.00	1,610.30
4223 - Road Assessment Interest	0.00	0.00	0.00	2,108.22	0.00	0.00	0.00	0.00	0.00	2,108.22
Total 4200 - Road Assessment Revenues	0.00	0.00	0.00	45,480.69	0.00	0.00	0.00	0.00	0.00	45,480.69
4300 - Water Revenues										
4315 - Water Avail. Current	0.00	0.00	0.00	0.00	7,178.47	0.00	0.00	0.00	0.00	7,178.47
4319 - Water Avail. Prior	0.00	0.00	0.00	0.00	1,194.16	0.00	0.00	0.00	0.00	1,194.16
4320 - Wtr-Fines Forfeits & Penalties	0.00	0.00	0.00	0.00	323.98	0.00	0.00	0.00	0.00	323.98
4323 - Water Avail. Interest	0.00	0.00	0.00	0.00	543.74	0.00	0.00	0.00	0.00	543.74
4327 - Water Sales Domestic	0.00	0.00	0.00	0.00	297,432.95	0.00	0.00	0.00	0.00	297,432.95
4335 - Water Meter Revenues	0.00	0.00	0.00	0.00	1,950.00	0.00	0.00	0.00	0.00	1,950.00
4339 - Water Connections	0.00	0.00	0.00	0.00	1,302.80	0.00	0.00	0.00	0.00	1,302.80
4347 - Water Capacity Fees	0.00	0.00	0.00	0.00	15,342.00	0.00	0.00	0.00	0.00	15,342.00
4349 - Water Service Charge	0.00	0.00	0.00	0.00	137,822.12	0.00	0.00	0.00	0.00	137,822.12
4351 - Backflow Service Charge & Repa	0.00	350.00	0.00	0.00	625.00	0.00	0.00	0.00	0.00	975.00
Total 4300 - Water Revenues	0.00	350.00	0.00	0.00	463,715.22	0.00	0.00	0.00	0.00	464,065.22
4400 - Sewer Revenues										
4415 - Sewer Avail. Current	0.00	0.00	0.00	0.00	0.00	593.58	0.00	0.00	0.00	593.58
4419 - Sewer Avail. Prior	0.00	0.00	0.00	0.00	0.00	102.05	0.00	0.00	0.00	102.05
4420 - Swr-Fines Forfeits & Penalties	0.00	0.00	0.00	0.00	0.00	14.18	0.00	0.00	0.00	14.18
4423 - Sewer Avail. Interest	0.00	0.00	0.00	0.00	0.00	58.35	0.00	0.00	0.00	58.35
4427 - Sewer Service Charge	0.00	0.00	0.00	0.00	0.00	191,684.30	0.00	0.00	0.00	191,684.30
4439 - Refuse Collection Res.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	61,242.58	0.00	61,242.58
4441 - Refuse Vehicle Decal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,572.50	0.00	2,572.50
Total 4400 - Sewer Revenues	0.00	0.00	0.00	0.00	0.00	192,452.46	0.00	63,815.08	0.00	256,267.54
4500 - Miscellaneous Revenue										
4515 - Interest From Taxes & Bank	4,035.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,035.30
4517 - Interest From Capital Imp	10,101.38	76.04	-23.27	70.70	16,589.96	5,353.48	0.00	1,215.66	695.54	34,079.49
4518 - Interest From SLEF	0.00	0.00	907.66	0.00	0.00	0.00	0.00	0.00	0.00	907.66
4523 - Fishing Permit Fee	0.00	610.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	610.00
4527 - Mailbox Maint. Fee	1,270.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,270.00
4531 - Rent	100.00	2,007.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,107.00
4535 - Penalties	0.00	0.00	0.00	0.00	15,239.56	0.00	0.00	0.00	0.00	15,239.56
4539 - Misc Revenue	311.47	255.00	-9,136.16	0.00	139.11	-141.52	0.00	0.00	1,730.00	-6,842.10
4541 - Weed Abatement Income	0.00	9,909.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,909.00
4543 - Encroachment Permit Fees	505.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	505.00
4551 - Police Charges	0.00	0.00	863.29	0.00	0.00	0.00	0.00	0.00	0.00	863.29
4563 - Sscsd NSF Charge	175.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	175.00
4567 - Police Slef	0.00	0.00	40,860.86	0.00	0.00	0.00	0.00	0.00	0.00	40,860.86
4572 - Adm/PD Citation Revenue	5,722.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,722.20
4573 - Swimming Pool Revenue	0.00	10,720.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,720.11
4575 - Exercise & Misc. Class Revenue	0.00	5,805.01	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,805.01
4577 - Park Program Revenue	0.00	52,616.63	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52,616.63
4579 - Library Revenue	0.00	541.89	0.00	0.00	0.00	0.00	0.00	0.00	0.00	541.89
Total 4500 - Miscellaneous Revenue	22,220.35	82,540.68	33,472.38	70.70	31,968.63	5,211.96	0.00	1,215.66	2,425.54	179,125.90
4600 - Police Revenues										
4615 - Police Asmt-Current Secured	0.00	0.00	11,977.47	0.00	0.00	0.00	0.00	0.00	0.00	11,977.47
4619 - Police Asmt-Prior Secured	0.00	0.00	1,833.66	0.00	0.00	0.00	0.00	0.00	0.00	1,833.66
4620 - PD-Fines, Forfeits & Penalties	0.00	0.00	333.62	0.00	0.00	0.00	0.00	0.00	0.00	333.62
4623 - Police Asmt. Interest	0.00	0.00	726.91	0.00	0.00	0.00	0.00	0.00	0.00	726.91
Total 4600 - Police Revenues	0.00	0.00	14,871.66	0.00	0.00	0.00	0.00	0.00	0.00	14,871.66
4700 - Mailbox Revenues										
4723 - Lock Mailbox Asmt-Interest	7.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.42
Total 4700 - Mailbox Revenues	7.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7.42

Stallion Springs Community Services District

Profit & Loss by Class YTD

July 2023 thru November 2023

	01-Admin	02-Parks & Rec	03-Public Safety	04-Roads	05-Water	06-Sewer	07-Fire	08-Solid Waste	09-Art Comm	TOTAL
4800 · Tax Lien DLQ Revenue										
4823 · SSDLQ-Interest	14.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.26
Total 4800 · Tax Lien DLQ Revenue	14.26	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.26
4900 · PD/Admin Bldg. Revenue										
4919 · PD/Admin Bldg-Prior	100.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.40
4920 · BLDG-Fines, Forfeits & Pen	145.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145.51
4923 · PD/Admin Bldg. Interest	18.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.07
Total 4900 · PD/Admin Bldg. Revenue	263.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	263.98
5000 · Inactive Flat Charges										
5019 · Inactive Wtr Flat-Prior	0.00	0.00	0.00	0.00	46.16	0.00	0.00	0.00	0.00	46.16
5023 · Inactive Wtr Flat-Interest	0.00	0.00	0.00	0.00	25.76	0.00	0.00	0.00	0.00	25.76
5029 · Inactive Swr Flat-Prior	0.00	0.00	0.00	0.00	0.00	122.89	0.00	0.00	0.00	122.89
5033 · Inactive Swr Flat-Interest	0.00	0.00	0.00	0.00	0.00	15.77	0.00	0.00	0.00	15.77
Total 5000 · Inactive Flat Charges	0.00	0.00	0.00	0.00	73.92	138.66	0.00	0.00	0.00	212.58
Total Income	125,045.91	82,890.68	102,300.76	45,551.39	495,757.77	197,803.08	0.00	65,030.74	2,425.54	1,116,805.87
Gross Profit	125,045.91	82,890.68	102,300.76	45,551.39	495,757.77	197,803.08	0.00	65,030.74	2,425.54	1,116,805.87
Expense										
5100 · Personnel Expenses										
5115 · Regular Salaries	115,292.14	62,106.27	123,350.45	0.00	155,004.44	32,998.19	0.00	0.00	0.00	488,751.49
5127 · Fica	9,026.42	4,619.99	9,175.55	0.00	11,871.58	2,524.37	0.00	0.00	0.00	37,217.91
5131 · Worker's Compensation Ins	-686.12	-762.37	-2,973.25	0.00	-2,515.83	-686.13	0.00	0.00	0.00	-7,623.70
5135 · Medical Insurance	8,258.00	5,303.02	19,402.99	0.00	15,359.90	12,787.45	0.00	0.00	0.00	61,111.36
5139 · Dental Insurance	307.40	276.70	1,126.35	0.00	655.10	545.40	0.00	0.00	0.00	2,910.95
5143 · Vision Insurance	49.40	48.12	200.31	0.00	113.30	100.95	0.00	0.00	0.00	512.08
5149 · CalPers Retirement (CSD)	32,832.91	2,475.37	41,523.96	0.00	11,045.83	2,862.71	0.00	0.00	0.00	90,740.78
5150 · CalPers Retirement (Employees)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5155 · Disability Insurance	621.61	253.88	253.88	0.00	634.70	246.29	0.00	0.00	0.00	2,010.36
Total 5100 · Personnel Expenses	165,701.76	74,320.98	192,060.24	0.00	192,169.02	51,379.23	0.00	0.00	0.00	675,631.23
5200 · General & Administrative										
5215 · Insurance	16,209.35	5,516.91	29,749.12	4,412.70	25,341.85	5,509.11	0.00	5,509.10	0.00	92,248.14
5223 · Postage & UPS	28.75	-3.05	0.00	0.00	1,564.26	61.71	0.00	0.00	0.00	1,651.67
5227 · Office Supplies	1,862.45	6.37	215.99	0.00	0.00	0.00	0.00	0.00	0.00	2,084.81
5231 · Training/Travel & Cert's	0.00	595.52	1,238.07	0.00	212.25	0.00	0.00	0.00	0.00	2,045.84
5235 · Dues & Subscriptions	10,438.91	124.97	8,564.66	0.00	1,731.69	0.00	0.00	0.00	0.00	20,860.23
5239 · Director's Fees	2,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,700.00
5253 · Expense Account	284.27	0.00	42.87	0.00	133.60	0.00	0.00	0.00	0.00	460.74
5257 · Permits/Fees/Inspection	1,657.15	2,374.10	0.00	0.00	14,709.24	1,702.60	0.00	5,370.00	0.00	25,813.09
5261 · Clothing/Safety Equip./Uniform	0.00	0.00	69.58	0.00	0.00	0.00	0.00	0.00	0.00	69.58
5265 · Printing Cost	0.00	0.00	0.00	0.00	56.77	90.65	0.00	0.00	0.00	147.42
5279 · Internet	22.17	391.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	414.07
Total 5200 · General & Administrative	33,203.05	9,006.72	39,880.29	4,412.70	43,749.66	7,364.07	0.00	10,879.10	0.00	148,495.59
5300 · Utilities										
5315 · Electric	6,417.80	7,397.76	0.00	3,099.14	68,191.76	14,168.72	0.00	0.00	0.00	99,275.20
5319 · Telephone	1,809.48	0.00	0.00	0.00	496.95	0.00	0.00	0.00	0.00	2,306.41
5323 · Propane	86.66	0.00	0.00	0.00	86.66	0.00	0.00	0.00	0.00	173.32
5327 · Natural Gas	216.26	2,753.46	0.00	0.00	336.43	0.00	239.03	0.00	0.00	3,547.18
Total 5300 · Utilities	8,530.18	10,151.24	0.00	3,099.14	69,113.80	14,168.72	239.03	0.00	0.00	105,302.11
5400 · Rolling Stock & Equipment										
5415 · R & S Vehicles	0.00	760.75	478.77	67.10	4,945.81	240.89	0.00	141.72	0.00	6,635.04
5419 · R & S Equipment	117.99	200.46	0.00	2,416.17	2,377.71	373.56	0.00	1,287.03	0.00	6,772.92
5423 · Fuel	0.00	1,127.88	4,389.42	2,492.20	12,406.81	1,357.86	0.00	1,220.02	0.00	22,994.19
Total 5400 · Rolling Stock & Equipment	117.99	2,089.09	4,868.19	4,975.47	19,730.33	1,972.31	0.00	2,648.77	0.00	36,402.15
5500 · Supplies										
5515 · Janitorial	86.72	954.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,041.57
5523 · Chemicals	0.00	0.00	0.00	0.00	697.50	14,733.20	0.00	0.00	0.00	15,430.70
5527 · Road Patch	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	2,000.00
5531 · Supplies & Materials	569.75	7,877.94	1,798.24	1,369.68	20,828.34	2,989.74	0.00	129.18	0.00	35,562.87
5533 · Tools & Equipment	1,853.75	11,368.12	75.76	748.66	4,004.86	4,729.00	0.00	818.24	0.00	19,342.29
5543 · Water Purchase Domestic	0.00	0.00	0.00	0.00	44,640.32	0.00	0.00	0.00	0.00	44,640.32
Total 5500 · Supplies	2,510.22	20,200.91	1,874.00	3,118.34	71,171.02	18,195.84	0.00	947.42	0.00	118,017.75

Stallion Springs Community Services District

Profit & Loss by Class YTD

July 2023 thru November 2023

	01-Admin	02-Parks & Rec	03-Public Safety	04-Roads	05-Water	06-Sewer	07-Fire	08.Solid Waste	09-Art Comm	TOTAL
5600 · Outside Services										
5615 · Legal	5,078.29	0.00	0.00	936.00	2,037.00	19,986.22	0.00	3,665.40	0.00	31,702.91
5619 · Engineering	0.00	0.00	0.00	-7,805.55	8,942.78	0.00	0.00	0.00	0.00	-86277
5623 · Audit	19,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19,000.00
5627 · Consulting	0.00	0.00	0.00	0.00	21,250.00	0.00	0.00	0.00	0.00	21,250.00
5631 · Lab Analysis	0.00	0.00	367.64	0.00	11,071.74	24,058.00	0.00	0.00	0.00	35,497.38
5639 · Radio/Repeater/Cellphone	0.00	0.00	958.14	0.00	412.96	0.00	0.00	0.00	0.00	1,371.10
5643 · Refuse Collection	0.00	0.00	0.00	0.00	0.00	3,300.00	0.00	43,301.94	0.00	46,601.94
5647 · Copier Maintenance	773.56	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	773.56
5651 · Postage Meter Lease	255.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	255.28
5657 · Rental Of Facility	0.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00
5673 · Misc. Contract Services	9,046.74	4,709.06	4,073.40	31,125.00	13,243.83	2,232.27	0.00	9,406.25	0.00	73,835.55
5681 · KC Collection Of Taxes	0.00	0.00	0.00	0.00	7,732.23	0.00	0.00	0.00	0.00	7,732.23
5685 · Service Fees - Payroll/AP	1,026.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,026.20
Total 5600 · Outside Services	35,180.07	5,108.06	5,399.18	24,255.45	62,690.54	49,576.49	0.00	56,373.59	0.00	238,583.38
5700 · Parks & Recreation										
5705 · Swimming Pool Expense	0.00	4,664.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,664.92
5707 · Exercise & Instructor Expense	0.00	2,205.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,205.00
5709 · Programs & Event Expense	20.67	28,249.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	28,270.26
Total 5700 · Parks & Recreation	20.67	35,119.51	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35,140.18
5800 · Grants										
5805 · PD Grant AB109-Non Serv Expen...	0.00	0.00	797.50	0.00	0.00	0.00	0.00	0.00	0.00	797.50
5806 · PD GrantAB109-Service Expense	0.00	0.00	445.00	0.00	0.00	0.00	0.00	0.00	0.00	445.00
Total 5800 · Grants	0.00	0.00	1,242.50	0.00	0.00	0.00	0.00	0.00	0.00	1,242.50
Total Expense	245,263.94	155,996.51	245,324.40	39,861.10	458,624.37	142,656.66	239.03	70,848.88	0.00	1,356,814.89
Net Ordinary Income	-120,218.03	-73,105.83	-143,023.64	5,690.29	37,133.40	55,146.42	-239.03	-5,818.14	2,425.54	-242,009.02
Other Income/Expense										
Other Expense										
7100 · Administration Allocation	-207,061.08	15,529.58	28,470.89	64,706.59	64,706.59	12,941.33	0.00	18,117.85	2,588.25	0.00
8000 · Capital Expenses										
8019 · Capital Improvements	0.00	204,887.89	0.00	0.00	0.00	16,151.09	0.00	0.00	0.00	221,038.98
8023 · Capital Contracts	0.00	0.00	0.00	0.00	23,200.00	0.00	0.00	0.00	0.00	23,200.00
8029 · Interest Expense	0.00	0.00	0.00	-2,644.30	-15,399.66	1,242.80	0.00	0.00	0.00	-16,801.16
Total 8000 · Capital Expenses	0.00	204,887.89	0.00	-2,644.30	7,800.34	17,393.89	0.00	0.00	0.00	227,437.82
Total Other Expense	-207,061.08	220,417.47	28,470.89	62,062.29	72,506.93	30,335.22	0.00	18,117.85	2,588.25	227,437.82
Net Other Income	207,061.08	-220,417.47	-28,470.89	-62,062.29	-72,506.93	-30,335.22	0.00	-18,117.85	-2,588.25	-227,437.82
Net Income	86,843.05	-293,523.30	-171,494.53	-56,372.00	-35,373.53	24,811.20	-239.03	-23,935.99	-162.71	-469,446.84

Stallion Springs Community Services District Profit & Loss by Class November 2023

	01-Admin	02-Parks & Rec	03-Public Safety	04-Roads	05-Water	06-Sewer	07-Fire	08-Solid Waste	09-Art Comm	TOTAL
Ordinary Income/Expense										
Income										
4100 · Tax Revenues										
4115 · Property Taxes, Current	0.00	0.00	47,843.61	0.00	0.00	0.00	0.00	0.00	0.00	47,843.61
4119 · Prior Secured Property Taxes	921.98	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	921.98
4120 · G.F. Fines Forfeits & Penalties	180.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	180.75
4123 · Current Unsec. Property Taxes	7,343.95	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,343.95
4127 · Prior Unsec. Property Taxes	19.84	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.84
Total 4100 · Tax Revenues	8,466.52	0.00	47,843.61	0.00	0.00	0.00	0.00	0.00	0.00	56,310.13
4200 · Road Assessment Revenues										
4215 · Road Assessment Current	0.00	0.00	0.00	34,475.49	0.00	0.00	0.00	0.00	0.00	34,475.49
4219 · Road Assessment Prior	0.00	0.00	0.00	1,276.91	0.00	0.00	0.00	0.00	0.00	1,276.91
4220 · Road-Fines Forfeits & Penalties	0.00	0.00	0.00	239.15	0.00	0.00	0.00	0.00	0.00	239.15
4223 · Road Assessment Interest	0.00	0.00	0.00	472.30	0.00	0.00	0.00	0.00	0.00	472.30
Total 4200 · Road Assessment Revenues	0.00	0.00	0.00	36,463.85	0.00	0.00	0.00	0.00	0.00	36,463.85
4300 · Water Revenues										
4315 · Water Avail. Current	0.00	0.00	0.00	0.00	6,906.49	0.00	0.00	0.00	0.00	6,906.49
4319 · Water Avail. Prior	0.00	0.00	0.00	0.00	256.91	0.00	0.00	0.00	0.00	256.91
4320 · Wtr-Fines Forfeits & Penalties	0.00	0.00	0.00	0.00	48.12	0.00	0.00	0.00	0.00	48.12
4323 · Water Avail. Interest	0.00	0.00	0.00	0.00	119.92	0.00	0.00	0.00	0.00	119.92
4327 · Water Sales Domestic	0.00	0.00	0.00	0.00	180.00	0.00	0.00	0.00	0.00	180.00
4339 · Water Connections	0.00	0.00	0.00	0.00	249.60	0.00	0.00	0.00	0.00	249.60
4349 · Water Service Charge	0.00	0.00	0.00	0.00	386.71	0.00	0.00	0.00	0.00	386.71
Total 4300 · Water Revenues	0.00	0.00	0.00	0.00	8,147.75	0.00	0.00	0.00	0.00	8,147.75
4400 · Sewer Revenues										
4415 · Sewer Avail. Current	0.00	0.00	0.00	0.00	0.00	585.97	0.00	0.00	0.00	585.97
4423 · Sewer Avail. Interest	0.00	0.00	0.00	0.00	0.00	13.02	0.00	0.00	0.00	13.02
4427 · Sewer Service Charge	0.00	0.00	0.00	0.00	0.00	670.02	0.00	0.00	0.00	670.02
4439 · Refuse Collection Res.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	306.66	0.00	306.66
4441 · Refuse Vehicle Decal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	397.50	0.00	397.50
Total 4400 · Sewer Revenues	0.00	0.00	0.00	0.00	0.00	1,269.01	0.00	704.16	0.00	1,973.17
4500 · Miscellaneous Revenue										
4515 · Interest From Taxes & Bank	1,822.43	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,822.43
4517 · Interest From Capital Imp	3,571.36	26.58	0.00	28.86	5,813.49	1,873.90	0.00	424.98	243.16	11,982.33
4518 · Interest From SLEF	0.00	0.00	209.78	0.00	0.00	0.00	0.00	0.00	0.00	209.78
4527 · Mailbox Maint. Fee	290.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	290.00
4531 · Rent	100.00	450.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550.00
4535 · Penalties	0.00	0.00	0.00	0.00	3,806.53	0.00	0.00	0.00	0.00	3,806.53
4539 · Misc Revenue	3.25	0.00	-9,136.16	0.00	0.00	0.00	0.00	0.00	0.00	-9,132.91
4567 · Police Slef	0.00	0.00	40,860.86	0.00	0.00	0.00	0.00	0.00	0.00	40,860.86
4572 · Adm/PD Citation Revenue	571.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	571.99
4575 · Exercise & Misc. Class Revenue	0.00	760.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	760.00
4577 · Park Program Revenue	0.00	1,760.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,760.80
Total 4500 · Miscellaneous Revenue	6,359.03	2,997.38	31,934.48	28.86	9,620.02	1,873.90	0.00	424.98	243.16	53,481.81
4600 · Police Revenues										
4615 · Police Asmt-Current Secured	0.00	0.00	11,525.49	0.00	0.00	0.00	0.00	0.00	0.00	11,525.49
4619 · Police Asmt-Prior Secured	0.00	0.00	426.91	0.00	0.00	0.00	0.00	0.00	0.00	426.91
4620 · PD-Fines, Forfeits & Penalties	0.00	0.00	79.96	0.00	0.00	0.00	0.00	0.00	0.00	79.96
4623 · Police Asmt. Interest	0.00	0.00	164.23	0.00	0.00	0.00	0.00	0.00	0.00	164.23
Total 4600 · Police Revenues	0.00	0.00	12,196.59	0.00	0.00	0.00	0.00	0.00	0.00	12,196.59
4700 · Mailbox Revenues										
4723 · Lock Mailbox Asmt.-Interest	1.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.78
Total 4700 · Mailbox Revenues	1.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.78
4800 · Tax Lien DLQ Revenue										
4823 · SSDLQ-Interest	3.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.13
Total 4800 · Tax Lien DLQ Revenue	3.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.13
4900 · PD/Admin Bldg. Revenue										
4923 · PD/Admin Bldg. Interest	4.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.34
Total 4900 · PD/Admin Bldg. Revenue	4.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.34

Stallion Springs Community Services District Profit & Loss by Class

November 2023

	01-Admin	02-Parks & Rec	03-Public Safety	04-Roads	05-Water	06-Sewer	07-Fire	08-Solid Waste	09-Art Comm	TOTAL
5000 · Inactive Flat Charges										
5023 · Inactive Wtr Flat-Interest	0.00	0.00	0.00	0.00	6.10	0.00	0.00	0.00	0.00	6.10
5033 · Inactive Swr Flat-Interest	0.00	0.00	0.00	0.00	0.00	5.24	0.00	0.00	0.00	5.24
Total 5000 · Inactive Flat Charges	0.00	0.00	0.00	0.00	6.10	5.24	0.00	0.00	0.00	11.34
Total Income	14,834.80	2,997.38	91,974.68	36,492.71	17,773.87	3,148.15	0.00	1,129.14	243.16	168,593.89
Gross Profit	14,834.80	2,997.38	91,974.68	36,492.71	17,773.87	3,148.15	0.00	1,129.14	243.16	168,593.89
Expense										
5100 · Personnel Expenses										
5115 · Regular Salaries	24,507.00	9,288.06	27,634.22	0.00	34,476.03	7,034.95	0.00	0.00	0.00	102,940.26
5127 · Fica	1,935.99	684.31	2,061.87	0.00	2,645.06	538.16	0.00	0.00	0.00	7,865.39
5135 · Medical Insurance	1,651.60	1,093.31	3,945.06	0.00	3,071.98	2,557.49	0.00	0.00	0.00	12,319.44
5139 · Dental Insurance	61.48	56.63	228.35	0.00	131.02	109.08	0.00	0.00	0.00	586.56
5143 · Vision Insurance	9.88	9.91	40.69	0.00	22.66	20.19	0.00	0.00	0.00	103.33
5149 · CalPers Retirement (CSD)	6,459.88	412.31	8,208.72	0.00	2,071.80	498.28	0.00	0.00	0.00	17,650.99
5150 · CalPers Retirement (Employees)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5155 · Disability Insurance	113.02	46.16	46.16	0.00	115.40	44.78	0.00	0.00	0.00	365.52
Total 5100 · Personnel Expenses	34,738.85	11,590.69	42,165.07	0.00	42,533.95	10,802.93	0.00	0.00	0.00	141,831.49
5200 · General & Administrative										
5215 · Insurance	13.70	5.41	0.00	5.42	0.00	0.00	0.00	0.00	0.00	24.53
5223 · Postage & UPS	0.00	0.00	0.00	0.00	64.26	0.00	0.00	0.00	0.00	64.26
5227 · Office Supplies	221.77	0.00	194.84	0.00	0.00	0.00	0.00	0.00	0.00	416.61
5235 · Dues & Subscriptions	160.53	14.99	1,312.00	0.00	225.00	0.00	0.00	0.00	0.00	1,712.52
5239 · Director's Fees	800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00
5253 · Expense Account	28.52	0.00	0.00	0.00	48.80	0.00	0.00	0.00	0.00	77.32
5257 · Permits/Fees/Inspection	12.04	185.10	0.00	0.00	7,985.76	0.00	0.00	0.00	0.00	8,182.90
5279 · Internet	0.00	78.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.77
Total 5200 · General & Administrative	1,236.56	284.27	1,506.84	5.42	8,323.82	0.00	0.00	0.00	0.00	11,356.91
5300 · Utilities										
5315 · Electric	2,261.52	2,520.36	0.00	581.42	19,717.26	5,477.73	0.00	0.00	0.00	30,558.29
5319 · Telephone	338.13	0.00	0.00	0.00	99.54	0.00	0.00	0.00	0.00	437.67
5327 · Natural Gas	53.45	67.51	0.00	0.00	92.82	0.00	209.68	0.00	0.00	423.46
Total 5300 · Utilities	2,653.10	2,587.87	0.00	581.42	19,909.62	5,477.73	209.68	0.00	0.00	31,419.42
5400 · Rolling Stock & Equipment										
5415 · R & S Vehicles	0.00	0.00	0.00	67.10	635.42	0.00	0.00	0.00	0.00	702.52
5423 · Fuel	0.00	198.94	664.74	356.57	2,166.61	195.54	0.00	292.31	0.00	3,874.81
Total 5400 · Rolling Stock & Equipment	0.00	198.94	664.74	423.77	2,802.03	195.54	0.00	292.31	0.00	4,577.33
5500 · Supplies										
5515 · Janitorial	0.00	38.53	0.00	0.00	0.00	0.00	0.00	0.00	0.00	38.53
5523 · Chemicals	0.00	0.00	0.00	0.00	0.00	1,455.19	0.00	0.00	0.00	1,455.19
5531 · Supplies & Materials	88.72	7,248.38	690.24	671.77	4,994.82	171.26	0.00	0.00	0.00	13,865.19
5533 · Tools & Equipment	865.96	797.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,663.60
5543 · Water Purchase Domestic	0.00	0.00	0.00	0.00	23,208.36	0.00	0.00	0.00	0.00	23,208.36
Total 5500 · Supplies	954.68	8,084.55	690.24	671.77	28,203.18	1,626.45	0.00	0.00	0.00	40,230.87
5600 · Outside Services										
5615 · Legal	349.20	0.00	0.00	0.00	1,450.50	4,146.42	0.00	1,244.10	0.00	7,190.22
5619 · Engineering	0.00	0.00	0.00	0.00	5,907.08	0.00	0.00	0.00	0.00	5,907.08
5623 · Audit	9,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,000.00
5627 · Consulting	0.00	0.00	0.00	0.00	4,250.00	0.00	0.00	0.00	0.00	4,250.00
5631 · Lab Analysis	0.00	0.00	0.00	0.00	1,154.00	6,014.00	0.00	0.00	0.00	7,168.00
5639 · Radio/Repeater/Cellphone	0.00	0.00	274.98	0.00	41.51	0.00	0.00	0.00	0.00	316.49
5643 · Refuse Collection	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9,084.96	0.00	9,084.96
5651 · Postage Meter Lease	127.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	127.64
5673 · Misc. Contract Services	1,966.52	140.00	0.00	1,500.00	7,022.01	390.00	0.00	3,481.25	0.00	14,499.78
5685 · Service Fees - Payroll/AP	210.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.57
Total 5600 · Outside Services	11,653.93	140.00	274.98	1,500.00	19,825.10	10,550.42	0.00	13,810.31	0.00	57,754.74
5700 · Parks & Recreation										
5709 · Programs & Event Expense	0.00	546.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	546.42
Total 5700 · Parks & Recreation	0.00	546.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	546.42

Stallion Springs Community Services District Profit & Loss by Class

November 2023

	01-Admin	02-Parks & Rec	03-Public Safety	04-Roads	05-Water	06-Sewer	07-Fire	08-Solid Waste	09-Art Comm	TOTAL
5800 - Grants										
5805 - PD Grant AB109-Non Serv Expense	0.00	0.00	159.50	0.00	0.00	0.00	0.00	0.00	0.00	159.50
5806 - PD Grant AB109-Service Expense	0.00	0.00	105.00	0.00	0.00	0.00	0.00	0.00	0.00	105.00
Total 5800 - Grants	0.00	0.00	264.50	0.00	0.00	0.00	0.00	0.00	0.00	264.50
Total Expense	51,237.12	23,432.74	45,566.37	3,182.38	121,597.70	28,653.07	209.68	14,102.62	0.00	287,981.68
Net Ordinary Income	-36,402.32	-20,435.36	46,408.31	33,310.33	-103,823.83	-25,504.92	-209.68	-12,973.48	243.16	-119,387.79
Other Income/Expense										
Other Expense										
7100 - Administration Allocation	-40,989.70	3,074.23	5,636.08	12,809.28	12,809.28	2,561.86	0.00	3,586.60	512.37	0.00
8000 - Capital Expenses										
8019 - Capital Improvements	0.00	18,546.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,546.85
Total 8000 - Capital Expenses	0.00	18,546.85	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,546.85
Total Other Expense	-40,989.70	21,621.08	5,636.08	12,809.28	12,809.28	2,561.86	0.00	3,586.60	512.37	18,546.85
Net Other Income	40,989.70	-21,621.08	-5,636.08	-12,809.28	-12,809.28	-2,561.86	0.00	-3,586.60	-512.37	-18,546.85
Net Income	4,587.38	-42,056.44	40,772.23	20,501.05	-116,633.11	-28,066.78	-209.68	-16,560.08	-269.21	-137,934.64



STALLION SPRINGS

COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561

Field Staff Report

November 2023

Field Staff has completed the following as well as the daily routines.

- We repaired 1 water leak On Delaware dr.
- Started flushing all dead ends and fire hydrants throughout the entire water distribution system.
- Installed new vent filters on all water tanks.
- Installed new lights in library.
- Sub contracted with cla-val to rebuild 2 pressure reducing valves on Horsethief, and upper Mustang Dr.
- Installed new irrigation timers at Man O war park.
- WWTP had flows of 1.633 MG with an average daily flow of .054 gpd.



STALLION SPRINGS COMMUNITY SERVICES DISTRICT

27800 STALLION SPRINGS DRIVE, TEHACHAPI, CA 93561
(661) 822-3268, FAX (661) 822-1878, sscsd@stallionspringscsd.com

WATER REPORT STALLION SPRINGS C.S.D. November 2023 CA-1510025

WATER DEPARTMENT

Amount of water produced November 2023:

Well Production:

CV Well #2	5,846,517	72%
CV Well #3	210,850	3%
Y-23	2,031,332	25%

Total November 2023 Production: 8,089,332 100%

Water History of Production:

October 2023	10,773,935
November 2022	5,320,822
November 2021	8,457,446
November 2020	6,436,934
November 2019	9,442,680
November 2018	8,076,439
November 2017	7,312,845
November 2016	8,198,117
November 2015	6,660,222
November 2014	7,807,738
November 2013	7,847,852

GENERAL MANAGER'S REPORT FOR November/December 2023:

- Toured District facilities with General Manager candidate and met with staff
- Office hours change – advertised and new sign ordered – Beginning Jan. 2nd new office hours are 7am-noon and 1pm-5pm.
- Obtained Pest Control service (ER Moore) for the public works facility and the community center.
- Met at the entrance with SCE regarding the trees that were topped.
- New General Manager orientation
- Scheduled a 501C3 meeting – Volunteers needed everyone welcome to attend
- Octoberfest was a huge success – profiting \$29,508.85

PARKS AND RECREATION:

- Breakfast with Santa was a huge hit!
- Bridge decorating came out beautiful.
- I hired two new rec aids
- Sonya added a Thursday stretching class
- We have some crafts and skate days planned for Christmas break.
- Man o War Park got its fencing around the pickleball courts
Surfacing will come when it gets a little warmer
- Everyone had fun at Paint Night

