SWEETWATER SPRINGS WATER DISTRICT

TO: Board of Directors **AGENDA NO. V-G**

FROM: Ed Fortner, General Manager

Meeting Date: February 6, 2020

SUBJECT: Water Services Rate Study Discussion and Approval

RECOMMENDED ACTION: Receive report from the General Manager. Discussion and Approval of a Water Services Rate Study Contract.

FISCAL IMPACT: $40,000

DISCUSSION:

The District has budgeted $40,000 for a Water Services Rate Study to help shape water rates for the next five to ten years. The Board approved RFP was mailed out to ten prospective vendors on January 6, 2020, with a due date of February 3, 2020. We received XX responses and recommend the proposal from XXXXX submitted at a not to exceed amount of $XX,XXX. The firm has a strong reputation and is well recommended. The timeline for the work completion is early March 2020. The report and recommendations will be presented to the Board at the March 5, 2020 meeting for discussion. Once the Board approves of the work product, a Public Hearing will be held at the May 7, 2020 Board meeting that will be attended by the Rate specialist. A contract for the Rate Study project will be developed and signed by the GM. A draft resolution is included for the review and approval of the selected Rate specialist and contract at the February Board meeting.

RESOLUTION 20-06

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SWEETWATER SPRINGS WATER DISTRICT APPROVING THE CONTRACT FOR PROFESSIONAL SERVICES FOR A WATER SERVICES RATE STUDY WITH XXXX AND AUTHORIZING THE GENERAL MANAGER TO SIGN

WHEREAS, Sweetwater Springs Water District has contracted with XXXX for a Water Services Rate Study for Sweetwater Springs Water District; and

WHEREAS, the District wishes to support and review the existing rate structure and potential rate increases to meet operating and capital costs, maintain adequate debt coverage, depreciation, and maintain reserve funds; and

WHEREAS, XXXX is the best placed professional services company to provide the services for this project; and

WHEREAS, XXXX has submitted a proposal for these services attached as Exhibit A; and

WHEREAS, staff has reviewed this proposal and finds it fair and complete; and

WHEREAS, District Council will review and approve the agreement

NOW, THEREFORE, BE IT RESOLVED, that:

1. The Agreement for Professional Services for a Water Services Rate Study with XXXX, a copy of which is attached hereto as Exhibit A, is hereby approved in the sum of $20,000; and

2. The General Manager is authorized to execute said Agreement on behalf of the District.

I hereby certify that the foregoing is a full, true, and correct copy of a Resolution duly and regularly adopted and passed by the Board of Directors of the SWEETWATER SPRINGS WATER DISTRICT, Sonoma County, California, at a meeting held on February 6, 2020, by the following vote:

Director	**Aye**	**No**
Sukey Robb-Wilder	_____	_____
Tim Lipinski	_____	_____
Richard Holmer	_____	_____
Gaylord Schaap	_____	_____
	_____	_____

_____
Richard Holmer
President of the Board of Directors

_____
Attest: Julie A. Kenny
Clerk of the Board of Directors