

# AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETINGS

MEETING DATE(S): JULY 17 & 21, 2025

FROM: ARTURO CEJA, DIRECTOR OF FINANCE

FOR: ACTION   X   DIRECTION        INFORMATION       



## CONTRACT AMENDMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC. FOR ADDITIONAL WATER/SEWER CONNECTION FEE AND WATER/SEWER STANDBY FEE COST-OF-SERVICE REVIEW SERVICES

### STAFF RECOMMENDATION

Authorize the General Manager to execute a contract amendment with Raftelis Financial Consultants, Inc. for additional water/sewer connection fee and water/sewer standby fee cost-of-service review services. This amendment will increase the contract amount by \$37,667.30, which includes a 10% contingency, revising the total contract amount from \$96,000 to a not-to-exceed amount of \$133,667.30.

### SUMMARY

In addition to the water and sewer long range financial master plan and cost-of-service review of our current rates, the District requires that a review of the connection and standby fees be reviewed and updated as needed. The last review to the water and sewer connection fees was conducted in 2006, while the standby fees for water and sewer have not been updated since 1966 and 1974, respectively.

### ANALYSIS

A review of the District's connection and standby fees is needed to ensure that developers and properties where water and sewer is on standby, are paying their appropriate share of costs.

### FISCAL IMPACT

There is no fiscal impact to this action, the cost for these services is included in the approved operating budget. This action is consistent with Goal #3.1 (Conduct Long Range Financial Planning to ensure adequate and reliable revenue streams) of the Mission Springs Water District's 2024 Strategic Plan.

### ATTACHMENTS

Raftelis - Contract Amendment.  
Raftelis – Water and Wastewater Connection Fee and Standby Fee Proposal.  
Original Raftelis Contract and Proposal.

FINANCIAL DATA		
Cost Associated with this action:	\$37,667.30	
Current FY cost:	\$37,667.30	
Future FY cost:	\$0	
Is it covered in current year budget:	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
Budget adjustment needed:	YES <input type="checkbox"/>	NO <input checked="" type="checkbox"/>
If yes, year needed:	N/A	
All previous contracts including dates, amounts and board approvals are attached or have been made available.		
FUNDING SOURCES		
Source of funds:	Operating Budget	
BID/Job#	500	
Current BID/Job balance	\$84,000.00	
Balance remaining if approved:	\$46,332.70	