

Golden West Community Services District General Manager Agreement for Services



The GOLDEN WEST COMMUNITY SERVICES DISTRICT (the District) and Edwin L. White (General Manager) agree as follows:

Effective February 3, 2026, General Manager will advise and provide services for the normal course of business and operations of the District as specified in Attachment 1.

For these services, the District shall compensate the General Manager as a rate of \$50.00 per hour with an annual limit of 500 hours for the term of this agreement. Current IRS mileage reimbursement rate will be paid for use of personal vehicle for District purposes. General Manager will be reimbursed in full for costs of materials, supplies and equipment used in the course of providing services to and managing operations of the District.

The District may authorize additional hours and/or adjustments to compensation rate as to be agreed by the District and General Manager.

Work direction and requests for services will be provided by the District Board President or in his/her absence, the District Board Vice President. Duties shall include but not be limited to the services detailed in the Golden West Community Services District General Manager Job Description/Scope of Work, Attachment 1.

The General Manager is an independent contractor and not an employee of the District. General Manager may perform work for other parties in addition to the District.

This agreement shall be in place through February 28, 2027. Either party, upon written notice to the other party may terminate this Agreement at any time.

The General Manager's work will be performed in a manner consistent with District Rules and Procedures, and all other policies established and approved by the District.

Golden West Community Services District

General Manager

By: _____ Date_____

Marc Regelbrugge
Board President

Edwin L. White

By: _____ Date_____

Stan Hill
Board Vice President

Golden West Community Services District
General Manager Agreement for Professional Services
Job Description/Scope of Work



The duties of the General Manager are as follows:

Ref GC 61051(a) Implementation of District Policies

Road Maintenance

Ref GC 61051(c) Supervision of District Facilities and Services

1. Develop road project scope of work based on short and long term plans approved by the GWCSD Board. This shall include soliciting and collecting bids and quotes pursuant to the Board Purchasing and Contracting policy. Monitor road projects from preparation to completion and final inspection.
2. Research and order signs, equipment and applicable supplies necessary for the maintenance of district maintained roads.
3. During a road emergency such as road failure, flooding, or tree in the road, acts as a point of contact for the appropriate agency, service or contractor to correct or repair the problem.

General Duties

1. Work with Finance Officer to insure bills, invoices and claim vouchers are appropriate prior to submission of vouchers to County. Ref GC 61051(d)
2. Other duties or projects as assigned pertinent to the General Manager role.

Meeting Duties

1. Attend all regular, special and emergency meetings as noticed by the GWCSD.
2. May assist Board President with agendas and backup materials, and may assist with posting agenda or signage prior to meetings (72 hours prior to regular meeting and 24 hours prior to special meeting).
3. May serve as committee member of ad hoc or standing committees as approved by the Board.