



PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111



Since 1918

Board of Directors

ROBERT E. ALVARADO
Division 1

JOE ESTES
Division 2

MARCO HENRIQUEZ
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER LLP
Attorneys



July 6, 2017

***Agenda for Regular Meeting
of the Board of Directors of the Palmdale Water District
to be held at the District's office at 2029 East Avenue Q, Palmdale***

Wednesday, July 12, 2017

7:00 p.m.

NOTES: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Additionally, an interpreter will be made available to assist the public in making **comments** under Agenda Item No. 4 and any action items where public input is offered during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. (PWD Rules and Regulations Section 4.03.1 (c))

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. (PWD reglas y reglamentos sección 4.03.1 (c))

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to carry out its meeting will not be permitted and offenders will be requested to leave the meeting. (PWD Rules and Regulations, Appendix DD, Sec. IV.A.)

Each item on the agenda shall be deemed to include any appropriate motion, resolution, or ordinance to take action on any item.

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.

- 5) Presentations:
 - 5.1) None at this time.
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
 - 6.1) Approval of minutes of regular meeting held June 28, 2017.
 - 6.2) Payment of bills for July 12, 2017.
 - 6.3) Approve absence of Director Mac Laren from June 28, 2017 Board meeting due to vacation. (General Manager LaMoreaux)
- 7) Action Items - Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Consideration and possible action to authorize the preparation and distribution of an RFP for a Project Manager for the Palmdale Regional Groundwater Recharge and Recovery Project. (President Alvarado/Engineering/Grant Manager Riley)
 - 7.2) Consideration and possible action on activities for Palmdale Water District's 100-year anniversary celebration. (\$100,000.00 - \$60,000.00 in 2017 and \$40,000.00 in 2018 – Non-budgeted – General Manager LaMoreaux/Ad Hoc 100th Anniversary Committee)
 - 7.3) Consideration and possible action on Professional Services Agreement between the District and Kinsey Aesthetics + Communications for design and layout of a new logo, business materials, commemorative flag, and 100th anniversary commemorative book. (\$25,000.00 – portion of 100-year anniversary budget considered under Agenda Item No. 7.2 – General Manager LaMoreaux/Ad Hoc 100th Anniversary Committee)
 - 7.4) Consideration and possible action on District participation in Antelope Valley Fair Parade as part of announcement of Palmdale Water District's 100-year anniversary celebration. (\$5,000.00 – Non-budgeted – President Alvarado/General Manager LaMoreaux)
 - 7.5) Consideration and possible action on California Special Districts Association 2017 Board Elections. (General Manager LaMoreaux)
 - 7.6) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2017 Budget:
 - a) Salute to Service Tri-State Seminar to be held September 26 – 28, 2017 in Las Vegas, Nevada.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings/General Report.

- b) Standing Committee/Assignment Reports (Chair):
 - 1) Update of Committee Assignments. (President Alvarado)
- 8.2) Report of General Manager.
 - a) Status on repair process for Oroville Dam. (Director Mac Laren/Water & Energy Resources Director Pernula)
- 8.3) Report of General Counsel.
- 9) Public comments on closed session agenda matters.
- 10) Break prior to closed session.
- 11) Closed session under:
 - 11.1) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel regarding existing litigation to which the District is a party. The title of such litigation is as follows: *Antelope Valley Ground Water Cases*.
- 12) Public report of any action taken in closed session.
- 13) Board members' requests for future agenda items.
- 14) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

Director Mac Laren was absent from the June 28, 2017 Regular Board Meeting. Agenda Item No. 6.3 has been placed on the Consent Calendar to excuse this absence pursuant to Section 4.07.2 of the District's Rules and Regulations which states, "The Board shall excuse absences by approving such absences pursuant to the Consent Calendar at the next regular Board meeting."

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: July 5, 2017 **July 12, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: James Riley, Engineering/Grant Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION TO
AUTHORIZE THE PREPARATION AND DISTRIBUTION OF AN RFP FOR A
PROJECT MANAGER FOR THE PALMDALE REGIONAL GROUNDWATER
RECHARGE AND RECOVERY PROJECT. (PRESIDENT ALVARADO/
ENGINEERING/GRA NT MANAGER RILEY)***

Recommendation:

Staff recommends the Board authorize the preparation and distribution of a Request for Proposals for a Project Manager for the Palmdale Regional Groundwater Recharge and Recovery Project

Background:

The District recently awarded a contract for the construction of the Palmdale Regional Groundwater Recharge and Recovery Project (PRGRRP): Phase 2 Testing under Specification No. 1701. This work is necessary to prove the long-term viability of the ultimate design for the PRGRRP.

The next phase of work for the PRGRRP involves issuing a Request for Proposals for hiring a consultant for project delivery management. Project delivery management involves serving as an extension of District staff, developing RFQ's and RFP's for groundwater wells, recharge basins, and pipelines, helping develop and administer various contracts associated with this work, establishing a master project schedule, providing project controls and progress reports, and managing the interface between project components. In addition, this consultant will evaluate the various contracting methods for the Project.

Strategic Plan Initiative:

This work is part of Strategic Initiative # 1 – Water Resource Reliability

Budget:

There is no cost to issue an RFP.

Supporting Documents:

- PowerPoint presentation "Palmdale Regional Groundwater Recharge and Recovery Project - Project Delivery Methods."

Palmdale Regional Groundwater Recharge and Recovery Project

Project Delivery Methods

July 12, 2017

CONTRACTING METHODS

- **Traditional**
 - Design-Bid-Build
 - What PWD presently uses
- **Public Private Partnership (P3)**
 - Private equity firm funding
 - O&M Contract
- **Design Build (DB)**
 - Progressive Design Build
 - Lump Sum Design Build

WHAT ARE THE PROJECT OBJECTIVES?

- **Time savings?**
- **Maintain budget and mitigate cost growth?**
- **Reduced risk?**
- **Clear warranty and accountability?**

OWNER'S DESIRED LEVEL OF PARTICIPATION

- **Control of design details?**
- **Interest in cost details?**
- **Input to selection of suppliers and subcontractors?**
- **High involvement in inspections - QA/QC?**

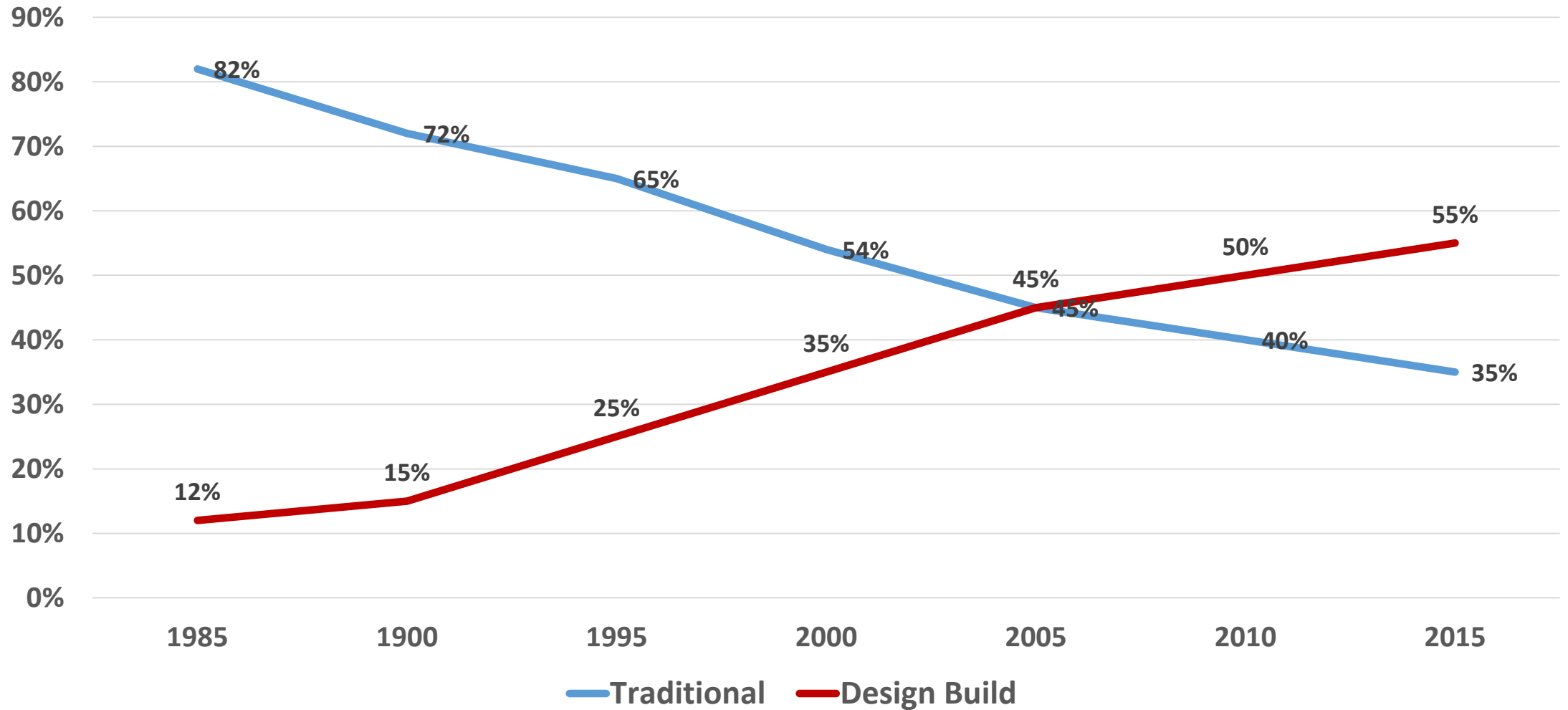
TEN OVERALL SUCCESS FACTORS FOR OWNERS

- 1. Provide organizational leadership**
- 2. Communicate with stakeholders**
- 3. Select project delivery method based on project objectives**
- 4. Transparent procurement process**
- 5. Attract best qualified firms**

TEN OVERALL SUCCESS FACTORS FOR OWNERS

- 6. Technical innovation**
- 7. Select the right DB firm team**
- 8. Make cultural adjustments**
- 9. Maintain DB risk allocation**
- 10. Sense of urgency and accountability**

TREND IN PROJECT DELIVERY METHODS



TRADITIONAL METHOD

- **What PWD Uses**
- **Two independent contracts – design and construction**
- **Owner Responsibilities**
 - Overall project performance and management
 - Selects consultant to complete design
 - Selects construction firm based on low bid basis
 - Liable to contractor for extra costs related to deficiencies or flaws in design
- **Construction firm responsible to follow design details provided by Owner – not for overall project performance**

PUBLIC PRIVATE PARTNERSHIP (P3)

- **A funding model**
- **Agreement between a public agency and private equity firm**
- **Private entity bears significant risk**
- **Private entity manages, designs and builds the project**
- **Higher interest rate than a municipal bond**
- **Usually private entity requires a role in operation of the project**

DESIGN-BUILD (DB)

- **Single contract with Owner for design and construction**
- **Risk for design-construction integration shifts to DB firm**
- **Can select DB firm using either the**
 - Progressive DB based on qualifications
 - Lump Sum (fixed price) DB based on “best value”
- **DB firm responsible for project management and construction**
- **Is it legal for Special Districts in California?**

WHY OTHERS CHOSE DESIGN BUILD

- **Top responses**
 - Single point of accountability for performance
 - Transfer of risk to DB firm
 - Having contractor involved in design process
 - Speed of delivery

CHALLENGES IN DB

- **Creates different contractual and working relationships**
- **Requires awareness of best practices for achieving success**
- **May require different organizational structure, procurement procedures and standard contracts.**
- **Requires a little bit of cultural change**
- **Adequate staff to implement and manage a DB project**

PROGRESSIVE DB

- **Issue Request for Qualifications (RFQ)**
- **Best Qualified Firm is Selected**
- **One DB contract with two phases**
 - 1st Phase– DB works with District to develop project scope and schedule
 - DB moves 30% design to 60% - 75% design
 - DB provides a guarantee maximum price (GMP)for construction
 - District can choose to not accept the GMP
 - 2nd Phase – DB proceeds to final design and construction
- **DB has single source of responsibility for overall project performance**

LUMP SUM DB – BEST VALUE BASIS

- **Request for Qualifications (RFQ)**
- **Owner selects 2 to 3 firms from the RFQ process**
 - 30% design has been completed
 - Owners pays a stipend of \$50,000 to \$100,000 to each of the firms to develop a guaranteed maximum price.
- **Selection based on technical approach and price**
- **District is locked in to the price**

Rankings – Lowest is Best

	Traditional	Progressive DB	Lump Sum DB	P3
Time Savings	3	2	1	4
Maintain Schedule & Mitigate Cost Growth	3	2	1	4
Reduced Risks	4	1	2	3
Clear Warranty and Accountability	4	1	2	3
Control of Design Details	1	2	3	4
Input in Cost Details	1	2	4	3
Input to Selection of Suppliers and Subcontractors	1	2	3	4
High Involvement in Inspections – QA/QC	1	2	3	4
Total (lowest score is best)	18	14	19	29

STAFF RECOMMENDATIONS

- **District issue a RFQ for consultant for project delivery management**
 - Helps develop RFQ and RFP for project
 - Groundwater wells, recharge basins, pipelines
 - Helps develop and administer various contracts
 - Serves as an extension of District staff
 - Establish master project schedule
 - Provides project controls and progress reports
 - Manages the interface between project components
- **Evaluate Further Progressive Design Build Method and/or Traditional Method**

Questions?

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: July 5, 2017 **July 12, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON ACTIVITIES FOR PALMDALE WATER DISTRICT’S 100-YEAR ANNIVERSARY CELEBRATION. (\$100,000.00 – \$60,000.00 IN 2017 AND \$40,000.00 IN 2018 – NON-BUDGETED – GENERAL MANAGER LaMOREAUX/AD HOC 100th ANNIVERSARY COMMITTEE)***

Recommendation:

Staff and the Ad Hoc 100th Anniversary Committee recommend that the Board authorize staff to proceed with activities as outlined to celebrate the Palmdale Water District’s 100th year anniversary with a budget of \$100,000.00.

Alternative Options:

The Board can approve all or a portion of the following activities.

Impact of Taking No Action:

There will be no 100th year anniversary activities or celebration.

Background:

The Palmdale Irrigation District was formed in 1918 under the provisions of Division 11 of the Water Code of the State of California. In July, 2018, the Palmdale Water District reaches its milestone 100th anniversary. Staff has developed activities to commemorate this historic event as follows:

- 1) Redesign Logo/Create commemorative flag/Create commemorative book - \$50,000.00 (\$25,000.00 design work/\$25,000.00 printing costs):

The District’s logo was last revised in 1998 as part of the District’s 80th anniversary celebration. To commemorate the 100th anniversary, staff recommends the District’s logo be redesigned to convey a more modern look for the District. Requests for Proposals were circulated for the logo redesign, design of new business materials such as letterhead and business cards, design of a commemorative 100 year anniversary flag, and design, layout, and printing of a 100-year anniversary commemorative book.

Proposals were evaluated based on experience and qualifications of personnel, approach and compliance with proposal requirements, past record of performance on similar projects, efforts related to project management, cost control, work quality, and ability to complete work in a timely manner.

After review of the proposals received, staff recommends the proposal from Kinsey Aesthetics + Communications be accepted in the not-to-exceed amount of \$25,000.00. Three other proposals were received: The Design Ranch - \$48,000.00; Pixellent - \$63,000.00; and Brand Knew - \$132,000.00. Proposals do not include printing costs; however, staff anticipates printing at \$25,000.00 for 500 books.

2) Historic Displays/Videos/Time Capsule - \$10,000.00:

Staff has developed a series of historic pictures and artifacts. In the months leading up to the 100-year celebration event, this information will be grouped together by decade and displayed in the District's lobby, on the video-lobby monitors, and also at the Palmdale Library. Various artifacts will also be placed in a time capsule.

3) Proclamation/Congratulations - \$500.00

Proclamations and/or congratulations will be solicited from various state, government, and local agencies, and staff's intent is for these to be presented either in person or by video at the District's July 25, 2018 Regular Board Meeting.

4) 100-Year Celebration Open House - \$39,500.00:

This event will be held Saturday, July 28, 2018, at the District's office and will incorporate music, food, historical displays, equipment and truck displays, Aquadog, educational booths and information about the District. Former Directors and local dignitaries will be invited to the event, and tours of the Leslie O. Carter Water Treatment Plant and of Littlerock Dam will be offered.

Staff's intent is to conduct an Open House on an annual basis to ensure open communication with our customers and to ensure they are informed of the District's policies and practices. Leslie O. Carter Water Treatment Plant and Littlerock Dam tours will be offered on a quarterly basis.

Strategic Plan Initiative:

This item is under Strategic Initiative No. 5 – Regional Leadership.

Budget:

100-year anniversary events are not budgeted; however, funds can be transferred from other budget items.

Supporting Documents:

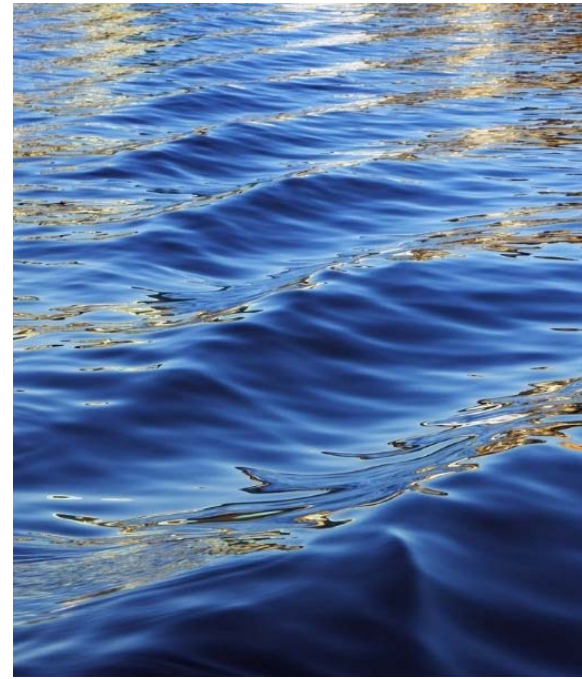
PowerPoint presentation "PWD 100 years Providing for our Community"



PWD 100 Years

providing for our community

A Year of Celebration



1918 - 2018

The Palmdale Irrigation District was formed in 1918 under the provisions of Division 11 of the Water Code of the State of California.

In July 2018 the Palmdale Water District reaches its milestone 100th anniversary.





CELEBRATION

BUDGET REQUEST



Branding For The Next Century

- Logo
- Anniversary Flag
- Commemorative Book
- Commemorative Coin Plaque
- Letterhead
- Business Cards
- Stickers for correspondence

\$50,000



History on Display

- Artifacts and documents representing each decade of PWD's history
- Videos of PWD past and present
- Time Capsule to be opened in 100 years

\$10000



Hear Ye, Hear Ye

- Proclamations from PWD and community leaders past and present
- Invitations for those leaders to join our celebration in July 2018

\$500



We are all a part of history.....

- Kick off community outreach event August 5th
- Tours of Littlerock Dam and the Leslie O. Carter Treatment Plant
- Customer Appreciation Days
- Day without Water Events
- 100 Years of Water Celebration

\$39500





Our History

The Past Meets the Present - Movie



P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: July 5, 2017 **July 12, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION ON PROFESSIONAL SERVICES AGREEMENT BETWEEN THE DISTRICT AND KINSEY AESTHETICS + COMMUNICATIONS FOR DESIGN AND LAYOUT OF A NEW LOGO, BUSINESS MATERIALS, COMMEMORATIVE FLAG, AND 100TH ANNIVERSARY COMMEMORATIVE BOOK. (\$25,000.00 – PORTION OF 100-YEAR ANNIVERSARY BUDGET CONSIDERED UNDER AGENDA ITEM NO. 7.2 – GENERAL MANAGER LAMOREAUX/AD HOC 100TH ANNIVERSARY COMMITTEE)***

Recommendation:

Staff and the Ad Hoc 100th Anniversary Committee recommend that the Board approve the Professional Services Agreement between the District and Kinsey Aesthetics + Communications for Design and Layout of a New Logo, Business Materials, Commemorative Flag, and 100th Anniversary Commemorative Book in the not-to-exceed amount of \$25,000.00.

Alternative Options:

The Board can approve all or a portion of the proposal from Kinsey Aesthetics + Communications.

Impact of Taking No Action:

The logo will not be redesigned, and there will be no commemorative book or flag.

Background:

The District's logo was last revised in 1998 as part of the District's 80th anniversary celebration. To commemorate the 100th anniversary, staff recommends the District's logo be redesigned to convey a more modern look for the District. Requests for Proposals were circulated for the logo redesign, design of new business materials such as letterhead and business cards, design of a commemorative 100 year anniversary flag, and design, layout, and printing of a 100-year anniversary commemorative book.

Proposals were evaluated based on experience and qualifications of personnel, approach and compliance with proposal requirements, past record of performance on similar projects, efforts related to project management, cost control, work quality, and ability to complete work in a timely manner.

After review of the proposals received, staff recommends the proposal from Kinsey Aesthetics + Communications be accepted in the not-to-exceed amount of \$25,000.00 and the District enter into a Professional Services Agreement with Kinsey Aesthetics + Communications. The Professional Services Agreement has been reviewed and approved by General Counsel.

Strategic Plan Initiative:

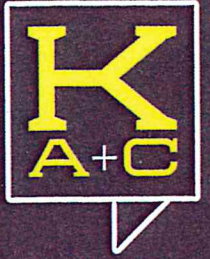
This item is under Strategic Initiative No. 5 – Regional Leadership.

Budget:

100-year anniversary events are not budgeted; however, funds can be transferred from other budget items.

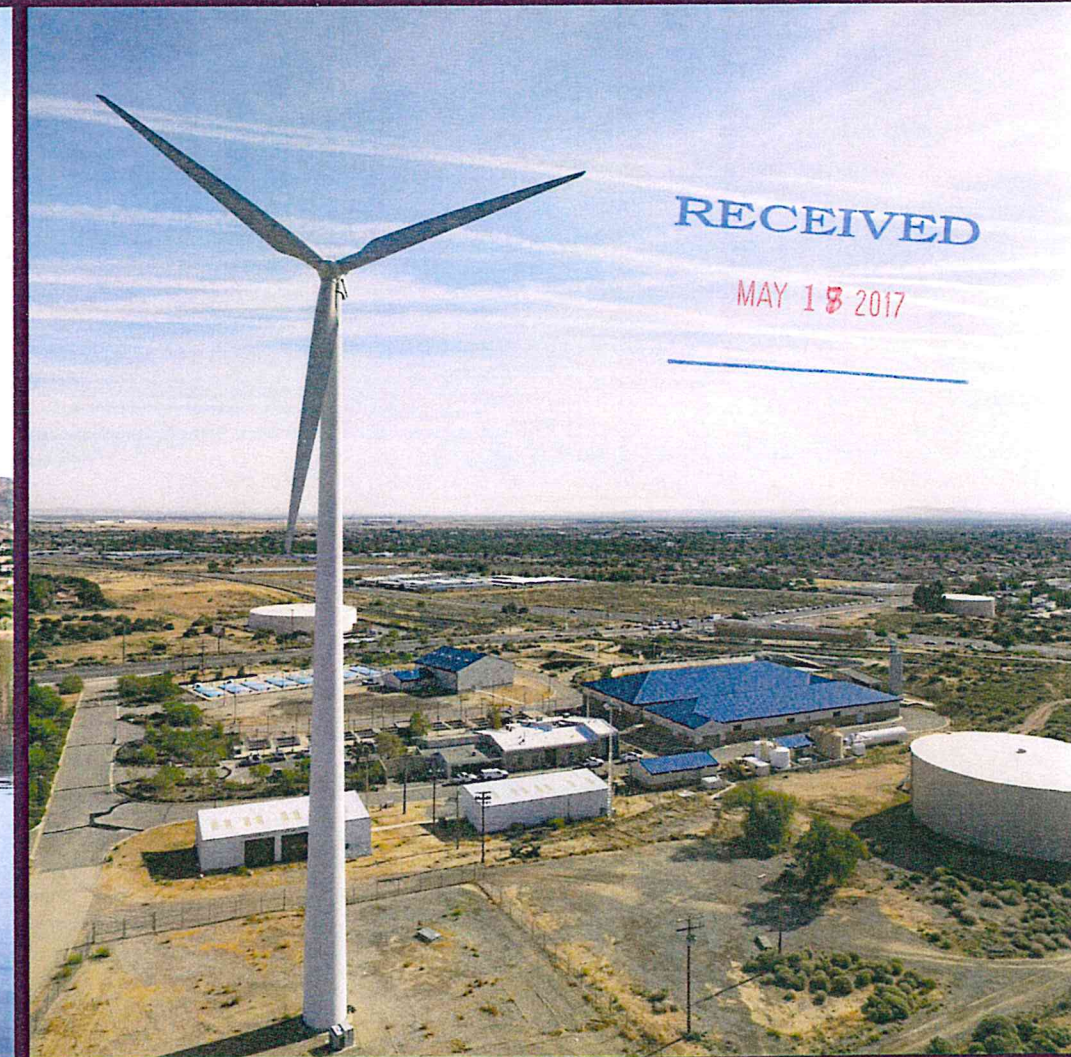
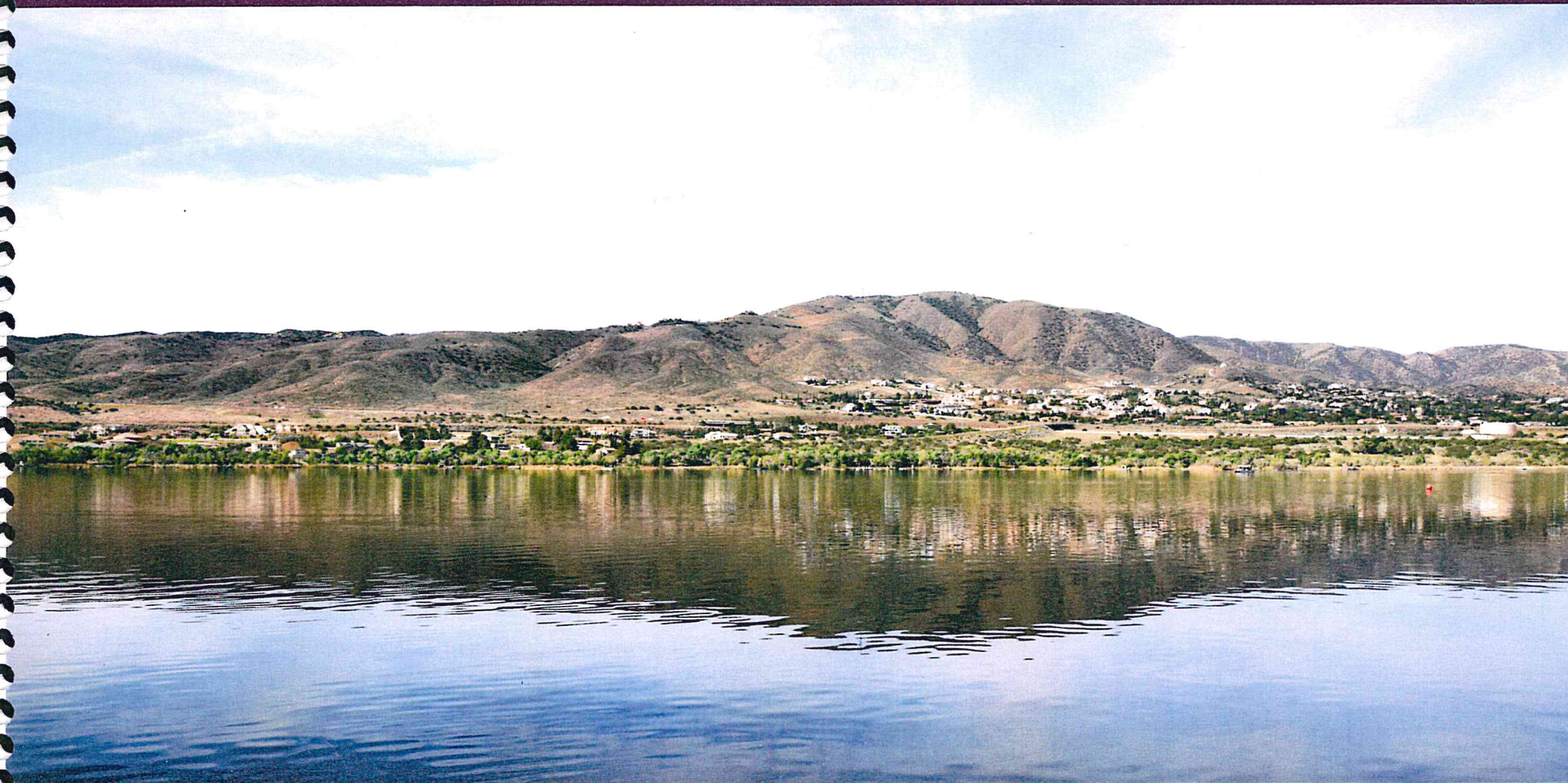
Supporting Documents:

- Proposal from Kinsey Aesthetics + Communications
- Professional Services Agreement between the Palmdale Water District and Kinsey Aesthetics + Communications



PROPOSAL FOR GRAPHIC DESIGN SERVICES

prepared for
PALMDALE WATER DISTRICT



prepared by
kinsey aesthetics + communications

05.18.2017



ABOUT US

Kinsey Aesthetics + Communications (KAC) is a boutique creative agency based in North County San Diego. With over fifteen years of experience working for creative agencies and within marketing departments of global companies, Joe founded KAC. As Creative Director and Lead Graphic Designer, Joe oversees all design and conceptual work personally before it is presented to a client and released to the public.

As the agency's client list began to grow, Joe included his brother Victor to manage his accounts, maintain timelines and seek new business. After spending many years in customer service, Victor earned his bachelor degree in urban studies and planning with a minor in sustainability. Bringing his organizational skills and attention to detail to its day to day operations, Victor is an integral addition to KAC.

We are the primary contacts for the agency and are readily available to our clients to answer any questions or concerns that may arise.

WHY KINSEY AESTHETICS + COMMUNICATIONS?

KAC has designed projects ranging from brand identities and advertising to mobile applications. We are a diverse firm that has experience with business to business (B2B), business to consumer (B2C) and non-profit organizations.

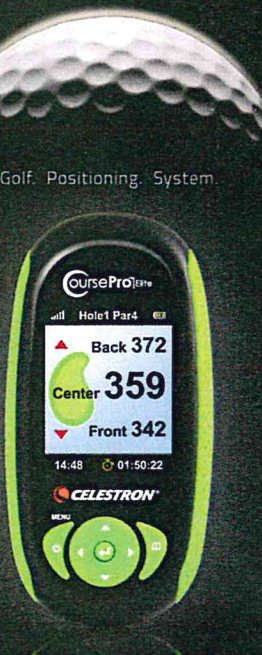
We are proud to showcase the work that we have created and continue to do with the Palmdale Water District (PWD). KAC was responsible for designing the Less is More logo and advertisement, as well as designing the PWD's 2017 strategic plan pamphlet, door hangers, Chamber ad and more.

KAC is full a service creative agency from concept to execution; hands on from design to photography. We utilize our own full high definition photography and video equipment to provide professional quality and stay true to budget. As long time residents of Palmdale, we understand the landscape and demographics of the community that play a role when designing projects for PWD. We are excited about the opportunity to contribute to the long history and future of the Palmdale Water District.

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Control your telescope wirelessly using your iPhone, iPad or PC with our innovative new SkyQ Link. Combining with most Celestron computerized telescopes, the SkyQ Link and SkyQ module app work together to turn your iOS device into a personal planetarium and observatory. Tap the screen to slew your telescope to any object in the night sky. As you observe, listen to hundreds of SkyQ's audio descriptions. Take your astronomical exploration to the next level with SkyQ Link.

- Complete wireless control of your Celestron telescope using your iPhone, iPad or PC, including wireless alignment
- Find detailed object information with the intuitive, graphical interface of our SkyQ module app
- Instantly slew your telescope to key objects in the planetarium database - nearly 100,000 objects in all
- SkyQ's touchscreen interface displays basic object information for the most popular objects
- The app generates a list of all the best stars, galaxies and comets to see based on your exact time and location
- Works with Mac OS X, Windows, and Linux, including when behind your telescope and computer
- Small, single-size form with rugged, unbreakable exterior
- Check out regular updates

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Intelligence
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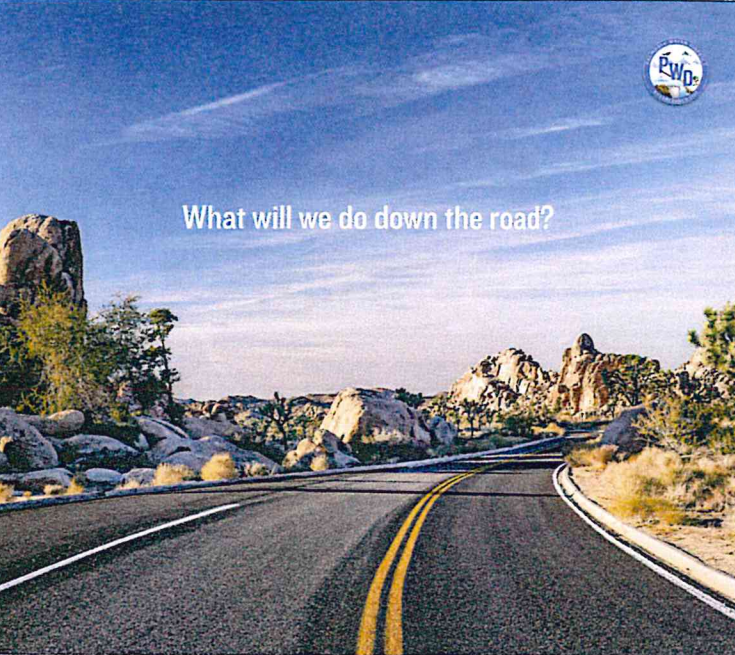
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Learn more about Vertex EVO and visit hidglobal.com/evolved-cpscc

HID

What will we do down the road?



EL NIÑO will only be a deposit
The rainfall and snow that is expected from this year's El Niño is uncertain. It's up to us to rally together as a community to continue to save water where we can and ensure that we have water for the next generation. EMBRACE CHANGE. Less is more...save for our future!

661-947-4411 | palmdalewater.org

PALMDALE WATER DISTRICT
LESS • MORE
SAVE FOR OUR FUTURE

CELESTRON



reTrace

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PWD 2016 Strategic Plan Pamphlet Outside Cover and Inside Spread

Dear PWD Customers:

Since 1916, the Palmdale Water District has been providing high quality water at an affordable cost. Over the years we have grown in both capacity and with improvement in water quality by constantly reinvesting into our system to ensure that the community has the best product available.

California's water issues are complex and competition for this precious resource will continue to increase over time. As we have for nearly 100 years, the PWD is always thinking of the future and how to ensure that the community has a reliable source of water long term.

As we move forward, together as a community, my fellow board members, staff and I are committed to continuing to provide you with the best customer service possible, lowest rates, opportunities to save money through conservation practices, and to responsibly expand our water portfolio to reduce the need for water from the State.

The Board meets regularly with staff to plan and execute short and long term goals to make sure that our water supply and reliability is solid for our existing and future customers. Therefore, we have developed six key components that will help us and guide us to achieve our final collective goal of serving you better.

Thank you for all of your efforts to help conserve water, lead by example to your neighbors, and bring a part of making Palmdale stronger.

Respectfully,
Robert E. Alvarado
Robert E. Alvarado
PWD Board President

Dennis D. La Moraine
Dennis D. La Moraine
General Manager

District Service Area

Board of Directors

Robert E. Alvarado
Division 1

Joe Estes
Division 2

Mario Hernandez
Division 3

Kathy MacLennan
Division 4

Vincent Chen
Division 5

2019 E Avenue Q, Palmdale, CA 93550

Monday - Thursday
8:00 am - 4:00 pm

palmdalewater.org

CONTACT US

661.947.4111 Phone
661.947.9804 Fax
661.947.4174 After Hours
855.496.9999 Toll Free

Palmdale Water District
STRATEGIC PLAN
Adopted January 2016

PALMDALE WATER DISTRICT'S 2016 STRATEGIC PLAN UPDATE SUMMARY

INITIATIVE NO. 1 Water Resource Reliability

2015 Urban Water Management Plan drought response

Palmdale Regional Groundwater Recharge & Recovery Project

Littlerock Reservoir Sediment Removal Project

Recycled water allocation and use

Granular Activated Carbon (GAC) use and research

INITIATIVE NO. 2 Organizational Excellence

Optimize outsourcing opportunities

Maintain formal management/supervisor training and development program

Maintain competitive compensation and benefits package

Employee wellness program

Succession planning

Board staff events to develop innovative ideas and awards

INITIATIVE NO. 3 Systems Efficiency

Water system Master Plan update and related EIR

Reinvestment in aging infrastructure

Investment, implementation, and training plan for new technology

Computerized maintenance management software (CMMS)

Explore energy independence

INITIATIVE NO. 4 Financial Health & Stability

Pursue Federal and State funding opportunities

Sustainable and balanced rate structure

Maintain adequate reserve levels

Maintain high level bond rating

INITIATIVE NO. 5 Regional Leadership

Create a regional best practices Antelope Valley partnership

Enhance community partnerships and expand school programs in water education

Continue to educate and engage elected officials in water related issues

Emphasize the importance and long history of the District as a community asset

Enhance community opportunities for the youth of the Antelope Valley

Continue to evaluate District internship needs

INITIATIVE NO. 6 Customer Care & Advocacy

Customer Care accessibility through automation

Evaluate, develop, and market additional payment options

Improve customer account management tools

Enhance customer experience through assessment of infrastructure, processes, and policies to maximize the needs of customer care experience

Moving forward, the history of water in the Antelope Valley dates back to well before the regions two largest cities were established. Artesian wells, orchards, agriculture, and the vast expanse of land created opportunity for future growth and development throughout the High Desert.

Dating back to 1895, the then South Antelope Valley Irrigation Company formed to construct the dam associated with Palmdale Lake to provide irrigation to the significant farming operations throughout the region. Since then, advancements in need and technology pushed the irrigation district to expand to help service the promising aerospace industry and the growing population.

Currently, water usage has shifted from agriculture to residential and business with the expectation of ensuring the highest quality water at a reasonable cost. Aging infrastructure, reduced water reliability, conservation requirements, demand, customer satisfaction, and future growth projections are just some of the issues the District contends with.

The six initiatives presented, are a guide path to focus District resources, energy planning, and community needs to create a more efficient, regional asset to current and future customers. Positioning the District as a regional leader and community partner will help ensure that the long-term vision for Palmdale will succeed.

PWD Door Hanger

Palmdale Water District would like to
THANK YOU!
for fixing the leak you had on your property.

DATE _____

ADDRESS _____

Now that your leak has been fixed don't forget to turn in your courtesy leak adjustment application. Available at the District Office.

Visit the Palmdale Water District's website at palmdalewater.org for more information on:

- Indoor and outdoor water saving tips
- Water efficient landscaping
- Rebate programs

or call our water conservation department at (661) 947-4111 ext. 5002

Blue Headphone Brochure Cover (right) Inside spreads (below)

Blue HEADPHONES

Hear More of Your Music.

Blue headphones let you hear more of your music than ever before—detail that has been hidden from you by some of the biggest brands around. Since much of the music you love was recorded with Blue microphones, we feel a special kinship with artists when it comes to delivering their music truthfully and powerfully. So whether you listen to MP3s, classical music, vinyl, or Spotify, you'll hear new detail with Blue headphones.

Blue HEADPHONES

A New Benchmark in Sound for Your Phone

What if you could capture the quality of a custom-tailored system with the freedom of wireless? It's truly possible with Satellite's first wireless headphones that bring true audiophile sound to your daily music life. Satellite features two separate pairs of drivers—one for music and another for automatic noise-cancelling (ANC)—ensuring your music is never compromised. Together with premium wireless technology and a built-in audiophile amp, Satellite is a new benchmark for the modern listening experience.

Features

- Next-level noise-cancelling technology with dedicated ANC drivers
- Latest Bluetooth® wireless technology with onboard controls for next-level fidelity and control
- Built-in audiophile amplifier for true high-fidelity sound on any device
- Custom 44mm ultra-responsive Blue dynamic drivers
- Sophisticated design for superior performance, sound isolation, comfort and portability

Blue HEADPHONES

PREMIUM NOISE-CANCELLING WIRELESS HEADPHONES WITH BUILT-IN AUDIOPHILE AMP

06 | FOR MORE INFORMATION VISIT BLUEDESIGNS.COM



1. LOGO CONCEPT, DESIGN & FINAL FILES

Description of Work and Timelines

Kinsey Aesthetics + Communications (KAC), will create 4 logo concepts based on initial kick off meeting with Palmdale Water District stakeholders/ staff.

- + Initial Kick Off Meeting;

+ Research, Concept and Design of 4 logos;

+ Present to PWD Stakeholders;

+ Revise according to PWD Stakeholders/Staff Feedback;

+ Present to PWD Stakeholders/Staff for Approval;

+ Finalize Logo;
Create final outlined, colored, hi-resolution, and low-resolution various media. Pantone, CMYK, geometrically balanced file, for output.

+ Final logo delivery of files;
- 07/17/17 or sooner

07/18/17-07/27/17

07/28/17

07/28/17 - 08/07/17

08/08/17

08/09/17 - 08/31/17*

09/01/2017

Design/ Production - 80hrs

Project Management - 10hrs

**In this particular time-line KAC will be designing the style guide, letterhead, no. 10 envelope and business cards. It is essential that these get started once a final logo is approved, in order to address color and rules of usage for the newly developed logo and new business materials to be created.*

2. NEW BUSINESS MATERIALS

Description of Work and Timelines

KAC will create New Business Materials (*list below*) based on final selected logo concept. KAC will design 2 options for each item below.

- Style Guide*

• Letterhead*

• Envelopes* (no. 10, and large)

• Business Cards*

• Note Pads*

• Note Cards*

• Door Hanger

• Billing Invoice

• Vehicle Decals

• T-shirts, polos and Dress Shirts, Hats

• Building Signage Outdoor/Indoor

• PowerPoint Template

+ Research, Concept and Design of Materials;

+ Present to PWD Stakeholders;

+ Revise According to PWD Stakeholders/Staff Feedback;

+ Present to PWD Stakeholders/Staff for Approval;

+ Finalize New Business Material;
Create final hi-resolution, output files for production.

+ Final Delivery of Files;

08/09/1 - 08/21/17

08/22/17

08/23/17 - 09/06/17

09/07/17

09/08/17 - 09/29/17*

10/02/2017

Design/ Production - 60hrs

Project Management - 5hrs

**These items will be designed in conjunction with the time-line of the logo, concept, design, and final file project where noted. It is essential that these get started once a final logo is approved, in order to address color and rules of usage for the newly developed logo.*

3. COMMEMORATIVE FLAG

Description of Work and Timelines

KAC will create a Commemorative Flag based on final selected logo concept. KAC will design 3 options for consideration.

- + Concept and Design of Flag;

+ Present to PWD Stakeholders

+ Revise according to PWD Stakeholders/Staff Feedback

+ Present to PWD Stakeholders/Staff for Approval

+ Finalize New Business Material
Create final hires, outputs files for production.

+ Final Delivery of Files
- Schedule to Coincide with
New Business Materials

Design/ production - 4hrs

Project Management - 1hrs

4. 100 YEAR COMMEMORATIVE BOOK

Description of Work and Timelines

KAC will create a Commemorative Book 50-100 pages based on initial kick off meeting with Palmdale Water District stakeholders/staff.

- + Initial Kick Off Meeting;

+ Concept, Design and Layout Options (x2) Cover and Typical Spread;

+ Present to Client, Gather Feedback Additional Input;

+ Continue with Selected Design;
A. Collect Content from Client (images, copy, outline)
B. Research and Content Writing on General Water-related, and/or Era-related History
C. Photography (provided by KAC)

+ Check in and Collect Further Feedback From Client;

+ Finish Design with New Feedback;

+ Present Final Design to Client for Proofing;

+ Incorporate Last Changes and Start Final Production for Print;

+ Final Production of Book, Presented for Proofing and Final Approval;

+ Send to Printer
- 10/13/17

10/16/17 - 10/30/17

11/3/17

11/06/17 - 12/08/17

12/11/17

12/11/17 - 01/05/18

01/08/18 - 01/12/18

1/15/18 - 01/29/18

01/30/18 - 02/12/18

02/15/18

Design/ Production - 235hrs

Research/ Content Writing - 50hrs

Photography - 30hrs

Project Management - 25hrs

PROJECT PRICING*

Total Price and Invoice Schedule

- Total fixed fee for project: \$25,000.00.
- Deposit due: \$6,250.00; 25% of agreed upon fee, due at time of agreement signing
- \$6,250.00; 25% due date of delivery of Project #1
- \$6,250.00; 25% due date of delivery of Project #2 and #3
- \$6,250.00; 25% due date of delivery of Project #4
- The pricing table below contains a detailed cost breakdown for each of our key areas of responsibility.

Cost Breakdown by Project

1. LOGO CONCEPT, DESIGN & FINAL FILES	PRICE
RESEARCH, DESIGN, & PRODUCTION	\$4,000.00
PROJECT MANAGEMENT/ MEETINGS	\$500.00
2. NEW BUSINESS MATERIALS	PRICE
RESEARCH, DESIGN, & PRODUCTION	\$3,000.00
PROJECT MANAGEMENT/ MEETINGS	\$250.00
3. COMMEMORATIVE FLAG	PRICE
DESIGN, & PRODUCTION	\$200.00
PROJECT MANAGEMENT/ MEETINGS	\$50.00
4. 100 YEAR COMMEMORATIVE BOOK	PRICE
RESEARCH, DESIGN, & PRODUCTION	\$11,750.00
WRITING	\$2,500.00
PHOTOGRAPHY	\$1,500.00
PROJECT MANAGEMENT/ MEETINGS	\$1,250.00

*This proposal and its pricing is valid for 90 days.

TERMS AND CONDITIONS

Letter of Agreement

This agreement is between Palmdale Water District, hereafter referred to as CLIENT, and Kinsey Aesthetics + Communications, hereafter referred to as CONTRACTOR.

CONTRACTOR will execute the Projects and timelines of the projects described on page six for CLIENT. Should CLIENT wish CONTRACTOR provide more projects beyond the listed projects described on page six, or assist with creation of specific logo or brand-compliant communication vehicles, an additional agreement will be required.

Ownership and Usage Rights

Upon receipt of full payment, the CLIENT is hereby granted exclusive and unlimited usage and reproduction rights to the final brand materials prepared for the CLIENT as part of this project. CONTRACTOR reserves the right to reproduce any and all messaging and designs created in print and electronic media for CONTRACTOR's promotional purposes.

Cancellation

In the event CLIENT cancels this agreement prior to completion, within five (5) business days of such cancellation, CLIENT shall pay CONTRACTOR for: (1) all work performed up to the date of termination; (2) for all outside expenses and commitments that have been incurred and cannot be canceled; and, (3) a cancellation fee equal to 15% of the remaining fees that would otherwise have been paid if the project would have been completed.

Agreement Execution

To get started, simply review and accept this proposal, print its PDF version, sign it, and scan signed document and send to **vkKinsey@kinseyac.com**.

Signed by:

Print - Frist Name; Last Name

Title

Signature

Date





THANK YOU FOR YOUR TIME & CONSIDERATION

*For more information or any question please do not
hesitate to contact us.*

VICTOR KINSEY

Partner + New business

661.400.7398 | vkinsey@kinseyac.com

JOE KINSEY

Partner + Creative Director

661.793.7398 | jkinsey@kinseyac.com

kinseyac.com

**AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE PALMDALE WATER DISTRICT AND
KINSEY AESTHETICS + COMMUNICATIONS**

THIS AGREEMENT FOR PROFESSIONAL SERVICES (herein "Agreement") is made and entered into this ____ day of _____, 2017 by and between the PALMDALE WATER DISTRICT, a California public agency ("District") and KINSEY AESTHETICS + COMMUNICATIONS, a sole proprietorship ("Consultant"). District and Consultant are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

RECITALS

Whereas, the District desires to obtain professional design and layout services in conjunction with a new logo, new business materials, a commemorative flag, and a 100th anniversary commemorative book comprised of between fifty (50) and one hundred (100) pages; and

Whereas, the Consultant has demonstrated expertise in various aspects of design and layout and is qualified to provide the professional services the District needs; and

Whereas, the District and Consultant desire to enter into a contract for the provision of professional services for the logo redesign and copyright and brand development, the design of new business materials and commemorative flag, the design and layout for a 100th anniversary commemorative book as delineated in the Scope of Work attached hereto as Exhibit A, subject to the terms and conditions of this Agreement.

OPERATIVE PROVISIONS

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES OF CONSULTANT

1.1 Scope of Services. In compliance with all of the terms and conditions of this Agreement, the Consultant shall perform the work or services set forth in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by reference. Consultant warrants that it has the experience and ability to perform all work and services required hereunder and that it shall diligently perform such work and services in a professional and satisfactory manner.

1.2 Compliance With Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State or local governmental agency of competent jurisdiction.

1.3 Licenses, Permits, Fees and Assessments. Consultant shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by the Agreement.

1.4 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as

Exhibit “B” and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit “B” and any other provisions of this Agreement, the provisions of Exhibit “B” shall govern.

2. COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the “Schedule of Compensation” attached hereto as Exhibit “C” and incorporated herein by this reference, but not exceeding the maximum contract amount of **Twenty Five Thousand Dollars (\$25,000)** (“Contract Sum”).

2.2 Invoices. Each month Consultant shall furnish to District an original invoice for all work performed and expenses incurred during the preceding month in a form approved by District’s Director of Finance. By submitting an invoice for payment under this Agreement, Consultant is certifying compliance with all provisions of the Agreement. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and subcontractor contracts. Subcontractor charges shall also be detailed by such categories. Consultant shall not invoice District for any duplicate services performed by more than one person.

District shall independently review each invoice submitted by the Consultant to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Consultant which are disputed by District, District will use its best efforts to cause Consultant to be paid within forty five (45) days of receipt of Consultant’s correct and undisputed invoice; however, Consultant acknowledges and agrees that due to District warrant run procedures, the District cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by District, the original invoice shall be returned by District to Consultant for correction and resubmission. Review and payment by the District of any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.3 Additional Services. District shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Consultant, incorporating therein any adjustment in (i) the Contract Sum for the actual cost of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Consultant. Any increase in compensation of up to ten percent (10%) of the Contract Sum but not exceeding a total contract amount of Five Thousand Dollars (\$5,000) or in the time to perform of up to ninety (90) days may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the District Board. No claim for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

3. PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Consultant shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the “Schedule of Performance” attached hereto as Exhibit “D” and incorporated herein by this reference. When requested by the Consultant, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding thirty (30) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the District, if the Consultant shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer’s determination shall be final and conclusive upon the parties to this Agreement. In no event shall Consultant be entitled to recover damages against the District for any delay in the performance of this Agreement, however caused, Consultant’s sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding one (1) year from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit “D”).

4. COORDINATION OF WORK

4.1 Representative of Consultant. **Jose Kinsey, Jr., Partner and Creative Director** is hereby designated as being the representative of Consultant authorized to act on its behalf with respect to the work and services specified herein and make all decisions in connection therewith. All personnel of Consultant and any authorized agents shall be under the exclusive direction of the representative of Consultant. Consultant shall utilize only competent personnel to perform services pursuant to this Agreement. Consultant shall make every reasonable effort to maintain the stability and continuity of Consultant’s staff and subcontractors, and shall keep District informed of any changes.

4.2 Contract Officer. **Dennis LaMoreaux, District General Manager**, or such person as may be designated by the District General Manager is hereby designated as being the representative the District authorized to act in its behalf with respect to the work and services specified herein and to make all decisions in connection therewith (“Contract Officer”).

4.3 Prohibition Against Subcontracting or Assignment. Consultant shall not contract with any entity to perform in whole or in part the work or services required hereunder without the express written approval of the District. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of District. Any such prohibited assignment or transfer shall be void.

4.4 Independent Consultant. Neither the District nor any of its employees shall have any control over the manner, mode or means by which Consultant, its agents or employees, perform the services required herein, except as otherwise set forth. Consultant shall perform all services required herein as an independent contractor of District with only such obligations as are consistent with that role. Consultant shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of District, or that it is a member of a joint enterprise with District.

5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages. The Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of District:

(a) Commercial General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than \$1,000,000.00 per occurrence or if a general aggregate limit is used, either the general aggregate limit shall apply separately to this contract/location, or the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Consultant against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Consultant in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than either (i) bodily injury liability limits of \$100,000 per person and \$300,000 per occurrence and property damage liability limits of \$150,000 per occurrence or (ii) combined single limit liability of \$1,000,000. Said policy shall include coverage for owned, non-owned, leased, hired cars, and any other automobile.

(d) Professional Liability. Professional liability insurance appropriate to the Consultant's profession. This coverage may be written on a "claims made" basis, and must include coverage for contractual liability. The professional liability insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement. The insurance must be maintained for at least 5 consecutive years following the completion of Consultant's services or the termination of this Agreement. During this additional 5-year period, Consultant shall annually and upon request of the District submit written evidence of this continuous coverage.

(e) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

(f) Subcontractors. Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

5.2 General Insurance Requirements.

All of the above policies of insurance shall be primary insurance and shall name the District, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by District or its officers, employees or agents may apply in excess of, and not contribute with Consultant's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the District, its officers, employees and agents and their respective insurers. The insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to the District. In the event any of said policies of insurance are cancelled, the Consultant shall, prior to the cancellation date, submit new evidence of insurance in conformance with Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until the Consultant has provided the District with Certificates of Insurance, additional insured endorsement forms or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the District. District reserves the right to inspect complete, certified copies of and endorsement to all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to District.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the District's Risk Manager or other designee of the District due to unique circumstances.

5.3 Indemnification. To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the District, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, invitees, or any individual or entity for which Consultant is legally liable ("indemnitors"), or arising from Consultant's or indemnitors' reckless or willful misconduct, or arising from Consultant's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, except claims or liabilities occurring as a result of District's sole negligence or willful acts or omissions. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records. Consultant shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to District and services performed hereunder (the “books and records”), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services and shall keep such records for a period of three years following completion of the services hereunder. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of District, including the right to inspect, copy, audit and make records and transcripts from such records.

6.2 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement or as the Contract Officer shall require.

6.3 Confidentiality and Release of Information.

(a) All information gained or work product produced by Consultant in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Consultant. Consultant shall not release or disclose any such information or work product to persons or entities other than the District without prior written authorization from the Contract Officer.

(b) Consultant shall not, without prior written authorization from the Contract Officer or unless requested by the District General Counsel, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered “voluntary” provided Consultant gives the District notice of such court order or subpoena.

(c) If Consultant provides any information or work product in violation of this Agreement, then the District shall have the right to reimbursement and indemnity from Consultant for any damages, costs and fees, including attorney’s fees, caused by or incurred as a result of Consultant’s conduct.

(d) Consultant shall promptly notify the District should Consultant be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. The District retains the right, but has no obligation, to represent Consultant or be present at any deposition, hearing or similar proceeding. Consultant agrees to cooperate fully with the District and to provide the District with the opportunity to review any response to discovery requests provided by Consultant.

6.4 Ownership of Documents. All studies, surveys, data, notes, computer files, reports, records, drawings, specifications, maps, designs, photographs, documents and other materials (the “documents and materials”) prepared by Consultant in the performance of this Agreement shall be the property of the District and shall be delivered to the District upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no

claim for further employment or additional compensation as a result of the exercise by the District of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Moreover, Consultant with respect to any documents and materials that may qualify as “works made for hire” as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed “works made for hire” for the District.

7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law. This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Los Angeles, State of California. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Los Angeles, State of California.

7.2 Disputes; Default. In the event that Consultant is in default under the terms of this Agreement, the District shall not have any obligation or duty to continue compensating Consultant for any work performed after the date of default. Instead, the District may give notice to Consultant of the default and the reasons for the default. The notice shall include the timeframe in which Consultant may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, if circumstances warrant. During the period of time that Consultant is in default, the District shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. If Consultant does not cure the default, the District may take necessary steps to terminate this Agreement under this Article.

7.3 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Consultant shall file a statutory claim pursuant to Government Code Sections 905 et. seq. and 910 et. seq., in order to pursue any legal action under this Agreement.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.4 Termination Prior to Expiration of Term. This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The District reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days’ written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days’ written notice to District, except that where termination is due to the fault of the District, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the

Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder, but not exceeding the compensation provided therefore in the Schedule of Compensation Exhibit "C". In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.5 Termination for Default of Consultant. If termination is due to the failure of the Consultant to fulfill its obligations under this Agreement, District may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Consultant shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the District shall use reasonable efforts to mitigate such damages), and District may withhold any payments to the Consultant for the purpose of set-off or partial payment of the amounts owed the District as previously stated.

8. MISCELLANEOUS

8.1 Covenant Against Discrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class in the performance of this Agreement. Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class

8.2 Non-liability of District Officers and Employees. No officer or employee of the District shall be personally liable to the Consultant, or any successor in interest, in the event of any default or breach by the District or for any amount, which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

8.3 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the District, to the District General Manager and to the attention of the Contract Officer (with her/his name and District title), Palmdale Water District, 2029 East Avenue Q, Palmdale, California 93550 and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

8.4 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between

the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

8.5 Severability. In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

8.6 Waiver. No delay or omission in the exercise of any right or remedy by non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.7 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which any be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

8.8 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

8.9 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

8.10 Warranty & Representation of Non-Collusion. No official, officer, or employee of District has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of District participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any District official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any District official, officer, or employee, as a result of

consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant's Authorized Initials _____

8.11 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[Signatures on the following page.]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

DISTRICT:
PALMDALE WATER DISTRICT,
a California public agency

Dennis D. LaMoreaux, District General Manager

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

Eric Dunn, General Counsel

CONSULTANT:
KINSEY AESTHETICS + COMMUNICATIONS,
a sole proprietorship

By: _____
Name: Jose Kinsey, Jr.
Title: Partner, Creative Director

By: _____
Name:
Title:

Address: 3003 Via De Paz
Carlsbad, CA 92010

Two corporate officer signatures required when Consultant is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONSULTANT'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2017 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

☐

INDIVIDUAL

☐

CORPORATE OFFICER

TITLE(S)

☐

PARTNER(S)

☐

LIMITED

☐

GENERAL

☐

ATTORNEY-IN-FACT

☐

TRUSTEE(S)

☐

GUARDIAN/CONSERVATOR

☐

OTHER _____

DESCRIPTION OF ATTACHED DOCUMENT

TITLE OR TYPE OF DOCUMENT

NUMBER OF PAGES

DATE OF DOCUMENT

SIGNER IS REPRESENTING:

(NAME OF PERSON(S) OR ENTITY(IES))

SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2017 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

☐

INDIVIDUAL

☐

CORPORATE OFFICER

TITLE(S)

TITLE OR TYPE OF DOCUMENT

☐

PARTNER(S)

☐

LIMITED

☐

GENERAL

NUMBER OF PAGES

☐

ATTORNEY-IN-FACT

☐

TRUSTEE(S)

☐

GUARDIAN/CONSERVATOR

☐

OTHER _____

DATE OF DOCUMENT

SIGNER IS REPRESENTING:

(NAME OF PERSON(S) OR ENTITY(IES))

SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT “A”

SCOPE OF SERVICES

I. Consultant will provide the District with logo redesign and copyright and brand development and will design new business materials and commemorative flag as well as provide a design and layout for a 100th anniversary commemorative book. All of the foregoing includes, but is not limited to, the following Services:

A. Create logo concept, design and final files:

1. Meet with District representative(s) to assess the District’s goals and solicit ideas.
2. Research concept and design of four (4) logos.
3. Present logo options to Contract Officer for approval prior to finalization and delivery of logo.
4. Finalize logo: create final outlined, colored, high resolution and low resolution in various media, and Pantone, CMYK, geometrically balanced file, for output.
5. Deliver logo to be used on District letterhead, no. 10 envelopes, and business cards.

B. Create new business materials based on final logo concept selected by District:

1. Consultant shall meet with District representative(s) prior to finalization and delivery of the Business Materials. All final Business Materials are subject to the Contract Officer’s approval.
2. Consultant shall create new business materials based on final logo selection, in two (2) design options for each business material.
3. Business materials shall include: style guide, letterhead, envelopes (no. 10, and large, business cards, note pads, note cards, door hanger, billing invoice, vehicle decals, t-shirts, polo shirts and dress shirts, hats, building signage (outdoor and indoor), PowerPoint template (“**Business Materials**”).

C. Create a Commemorative Flag based on final logo concept selected by District:

1. Consultant shall present the District with three (3) concept and design options to choose from.

D. Create a 100th Anniversary Commemorative Book comprised of a minimum of fifty (50) pages and a maximum of one hundred (100) pages:

1. Consultant shall meet with District representative(s) to assess District's need and goals.
2. Consultant shall present the District representative(s) with two (2) concepts, designs and layouts options and cover and typical spread to choose from.
3. Consultant shall collect content (images, copies, outlines, writings), research content writing on general water related and era related historical information, and provide photographs to be included in the Commemorative Book.
4. Consultant shall continually coordinate with and solicit feedback from the District representative(s) regarding content of Commemorative Book.
5. Consultant shall present District representative(s) with a final design for proofing by the District representative(s).
6. Consultant shall provide the District with a final Commemorative Book for proofing and final approval by the Contract Officer prior to printing.

II. As part of the Services, Consultant will prepare and deliver the following tangible work products to the District:

- A. Logo concept and design.
- B. New Business Materials.
- C. Commemorative Flag.
- D. 100th Anniversary Commemorative Book.

III. All work product is subject to review and acceptance by the District, and must be revised by the Consultant without additional charge to the District until found satisfactory and accepted by District.

IV. Consultant will utilize the following personnel to accomplish the Services:

- A. Jose Kinsey, Jr.
- B. Victor Kinsey

EXHIBIT “B”

SPECIAL REQUIREMENTS
(Superseding Contract Boilerplate)

NONE.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

- I. Consultant shall perform the following Services at the following rates and shall be compensated for Services as follows upon completion of each Service to the full satisfaction of the District:**
- A.** A deposit in the amount of **Six Thousand Two Hundred Fifty Dollars (\$6,250)**, to be invoiced by Consultant following the execution of this Agreement and prior to commencing Services.
 - B.** **Six Thousand Two Hundred Fifty Dollars (\$6,250)** to be invoiced by Consultant following completion of the logo concept and design.
 - C.** **Six Thousand Two Hundred Fifty Dollars (\$6,250)** to be invoiced by Consultant following completion and delivery of the new Business Materials and Commemorative Flag.
 - D.** **Six Thousand Two Hundred Fifty Dollars (\$6,250)** to be invoiced by Consultant following completion and delivery of the 100th Anniversary Commemorative Book.
- II. The District will compensate Consultant for the Services performed upon submission of a valid invoice, in accordance with Section 2.2. Each invoice is to include:**
- A.** Line items for all the work performed, name of Consultant personnel who performed it, and date(s) work performed.
 - B.** Line items for all materials and equipment properly charged to the Services, where applicable.
 - C.** Line items for all other approved reimbursable expenses claimed, with supporting documentation.
 - D.** Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services, where applicable.
- III. The total compensation for the Services shall not exceed \$25,000, as provided in Section 2.1 of this Agreement.**

EXHIBIT “D”

SCHEDULE OF PERFORMANCE

- I. Consultant shall perform all Services no later than February 15, 2018 in a timely manner and in accordance with the following schedule:**

		<u>Estimated beginning date</u>	<u>Final Delivery Date</u>
A.	Logo concept, design and final files	July 17, 2017	September 1, 2017
B.	New Business Materials	August 9, 2017	October 2, 2017
C.	Commemorative Flag	August 9, 2017	October 2, 2017
D.	100th Anniversary Commemorative Book	October 13, 2017	February 15, 2018

- II. Consultant shall deliver the following tangible work products to the District by the following dates.**

- A.** Logo concept, design and final files: September 1, 2017.
- B.** New Business Materials as described on Exhibit “A”: October 2, 2017.
- C.** Commemorative Flag: October 2, 2017.
- D.** 100th Anniversary Commemorative Book: February 15, 2018.

- III. The Contract Officer may approve extensions for performance of the Services in accordance with Section 3.2.**

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: July 5, 2017 **July 12, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION ON DISTRICT PARTICIPATION IN ANTELOPE VALLEY FAIR PARADE AS PART OF ANNOUNCEMENT OF PALMDALE WATER DISTRICT’S 100-YEAR ANNIVERSARY CELEBRATION. (\$5,000.00 – NON-BUDGETED – PRESIDENT ALVARADO/GENERAL MANAGER LAMOREAUX)***

Recommendation:

Staff recommends the District participate in the Antelope Valley Fair Parade to help announce the District’s 100-year anniversary in the not-to-exceed amount of \$5,000.00.

Alternative Options:

The Board can choose not to participate in the Antelope Valley Fair parade.

Impact of Taking No Action:

There is no impact from taking no action.

Background:

The Antelope Valley Fair has a theme this year of “Cele-Grape-tion” and kicks-off with their annual parade on August 19, 2017 beginning at the intersection of Lancaster Boulevard and 10th Street West. Participating in this parade will help further announce the District’s 100-year anniversary. The District participated in the Antelope Valley Fair parade in 2013.

Strategic Plan Initiative:

This item is under Strategic Initiative No. 5 – Regional Leadership.

Budget:

This event is not budgeted; however, funds can be transferred from other budget items.

Supporting Documents:

- Entry form for Antelope Valley Fair Parade



**Lancaster Chamber of Commerce Presents
Antelope Valley Fair Parade
August 19, 2017**

“Cele-Grape-tion”

Automobiles

_____ \$25.00 Single
_____ \$40.00 Group
_____ \$50.00 Club

Float

_____ \$30.00 (Under 30 Ft)
_____ \$50.00 (Over 30 ft)

Entries Close
Friday, August 11, 2017

Entries in position by
7:30 a.m.

Pre-judging
8:00 a.m.

Parade Time
9:00 a.m.

Marching/Drill Team

_____ \$25.00

Miscellaneous

_____ \$25.00

Community Queens

_____ \$25.00

Equestrians (No Stallions)

_____ \$20.00 Single
_____ \$30.00 Group

Cheerleaders/Dance Group

_____ \$25.00

Color Guard

_____ Free

**Entries must be received by the
Deadline to be listed in parade program**

I hereby enter the entry named, at my own risk and subject to all parade rules. I agree that if any damage is occasioned, or loss or damage occur from any cause to the horse exhibited, to any vehicle, or other article I may use or exhibit, I will make no claim therefore against the Lancaster Chamber of Commerce nor instigate any legal proceedings for personal injuries or property damage arising from any accident by any employee of mine, I agree to abide by all parade rules as per application

Signed: _____
(parent /guardian, if under 18 years of age)

Name of Applicant/Group: It is the responsibility of the contact person to communicate all
Parade information and rules to group participants

Group Name: _____

Contact Person: _____

Address: _____ **E-Mail** _____

City: _____ **Zip Code** _____

Date _____ **Phone:** _____

Number in Group: _____ **Length of Entry** _____

10ft _____ **15ft** _____ **20ft** _____ **25ft** _____ **30ft** _____ **Other** _____

Antelope Valley Fair Parade Presents:
"Cele-Grape-tion"
August 19, 2017

The following rules apply to ALL parade entrants and will be strictly enforced:

1. Parade starts at the intersection of Lancaster Boulevard and 10th St. West.
2. Absolutely NO articles are to be thrown or distributed along the parade route. Any entry doing so will be removed IMMEDIATELY from the parade without refund.
3. No alcoholic beverages allowed. This will be strictly enforced by parade officials and the Sheriff's.
4. All entries must be suitably decorated so as to have "parade value." Entry number must be visibly displayed on windshield or right side of entry.
5. Entries in float categories are limited to one unit driven and one unit pulled, and entry must relate to theme.
6. CHILDREN UNDER THREE YEARS OF AGE are to be transported; that is, not walking or marching.
7. Any procedure or performance that disrupts or halts orderly procession of parade is strictly prohibited. Maximum distance between each entry is 50 feet. **NO STOPPING – YOU WILL BE REMOVED FROM THE PARADE IMMEDIATELY REGARDLESS OF REASON.**
8. Car Clubs and decorated cars must conform to parade theme; those cars of car clubs not decorated appropriately will be pulled from the parade without refund.
9. All applications will be considered for acceptability by the Parade Committee. Notification of acceptance will be based on "parade value" as described on parade application one week prior to the parade.
10. Parade will commence rain or shine.
11. No stallions or unruly animals will be allowed. Any equestrian or entry with animals must be in complete control of their animals.

PARADE RULES ARE STRICTLY ENFORCED TO ENSURE AN ORDERLY, ENJOYABLE PARADE FOR PARTICIPANTS AND SPECTATORS. ENTRIES NOT CONFORMING TO THESE RULES WILL BE REMOVED FROM THE PARADE WITHOUT REFUND.

Thank you for your participation! We are looking forward to a great Parade.

Signature _____

ANNOUNCER'S SCRIPT (25 WORDS OR LESS)



Lancaster Chamber of Commerce
554 West Lancaster Blvd
Lancaster, Ca. 93534



RECEIVED

JUL 08 2017

2017 Lancaster Chamber of Commerce
Antelope Valley Fair Parade Presents:
"Cele-Grape-tion"

PWD
Robert Alvarado
2029 East Ave Q
Palmdale, Ca. 93550

P A L M D A L E W A T E R D I S T R I C T
B O A R D M E M O R A N D U M

DATE: July 5, 2017 **July 12, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.5 – CONSIDERATION AND POSSIBLE ACTION
ON CALIFORNIA SPECIAL DISTRICTS ASSOCIATION 2017 BOARD
ELECTIONS***

Information for the California Special Districts Association (CSDA) 2017 election for Seat C of the District's Network is attached for your consideration. The District is asked to vote for only one candidate by August 4, 2017.

The candidates are as follows:

- Arlene Schafer (incumbent)
Costa Mesa Sanitary District
- Kristin Bloomer
Desert Water Agency
- John DeMonaco
Chino Valley Independent Fire District
- Richard Hall
Mojave Water Agency
- Michael Mack
Rainbow Municipal Water District



California Special
Districts Association
Districts Stronger Together

RECEIVED

JUN 05 2017

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2017 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat C, **unless otherwise noted on the actual ballot**, and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 4, 2017.**

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association
Attn: 2017 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Beth Hummel at 877.924.2732 or bethh@csda.net with any questions.

CSDA BOARD OF DIRECTORS 2017 ELECTION



**SOUTHERN
NETWORK**

SEAT C
term ends 2020

Please vote for only one.

- ☐ **Arlene Schafer***
Costa Mesa Sanitary District
- ☐ **Kristin Bloomer**
Desert Water Agency
- ☐ **John DeMonaco**
Chino Valley Independent Fire District
- ☐ **Richard Hall**
Mojave Water Agency
- ☐ **Michael Mack**
Rainbow Municipal Water District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:	DATE:
MEMBER DISTRICT:	

Must be received by **5pm, August 4, 2017**. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Arlene Schafer

District/Company: Costa Mesa Sanitary District

Title: Secretary

Elected/Appointed/Staff: Elected

Length of Service with District: 20 Years

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

Current member of the CSDA Board of Directors, Legislative Committee, Membership Commission Chair, Fiscal Committee and attendee of Legislative Days, Annual Conference, SDLA certificate holder.

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

Member of CSAC and was a member of the League when serving on the City Council.

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

LAFCO member representing special districts, former Chair and Vice Chair of the ISDOC and currently serving as an Executive Committee member, OCCOG Board member.

4. List civic organization involvement:

President of Harbor-Mesa Lions (2 terms), Costa Mesa Republican Federation of Women, OC Federation of Women, 3rd Vice President Ways & Means, Costa Mesa for Responsible Government member.

RE-ELECT ARLENE SCHAFER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION SOUTHERN NETWORK

Arlene Schafer—Secretary
Costa Mesa Sanitary District



As the former Mayor of the City of Costa Mesa, it has been an honor to serve as your representative on the California Special Districts Association (CSDA) for the past two years and now I humbly ask for your support to re-elect me to the Southern Network for another term. I believe my 28 years of experience as a local government leader that includes 20 years serving special districts in a variety of different capacities makes me the best candidate. In March, the Little Hoover Commission will release its report on special districts and its very likely the report will focus on the role Local Agency Formation Commissions play in special district formation and reorganization. CSDA was an active participant in the public hearings where commissioners learned how special districts provide vital services in our communities and are directly accountable to our voters and ratepayers. During my term as a member of the Board of Directors, CSDA successfully advocated for special districts by using the latest technology for outreaching such as CSDA's campaign website, "Districts Make the Difference" and the new online video, "Districts Empower our Communities." I believe it is extremely important for CSDA to keep its foot on the pedal on advocacy by letting legislators, media, business leaders, schools and the general public know how important we are in our communities.

PREVIOUS CSDA EXPERIENCE

- ◆ Board President
- ◆ Board Vice President
- ◆ Board Secretary
- ◆ Finance Corporation
- ◆ Legislation Committee
- ◆ Fiscal Committee
- ◆ CSDA Membership Committee
- ◆ Recruitment & Planning Committee

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 20 years. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence for four consecutive years and CMSD is one of few special districts in California that received Gold Recognition in Special District Governance.

If re-elected, I will continue to support CSDA's public outreach campaign about the essential services we provide and I will work collaboratively with CSDA Board of Directors and staff on providing essential training and professional development to help your agency succeed. Please vote for Arlene Schafer by August 4, 2017.

Dawn Deans

From: Dennis LaMoreaux
Sent: Tuesday, June 13, 2017 12:31 PM
To: Dawn Deans
Subject: FW: CSDA 2017 Board of Directors Elections

Hi Dawn,

Please include this email when the CSDA Board vote is presented to the Board for consideration.

Thank You,

Dennis D. LaMoreaux,
General Manager

Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550
(661) 456-1017



From: Arlene Schafer [mailto:aschafer@cmsdca.gov]

Sent: Tuesday, June 13, 2017 12:10 PM

To: kchaney@altadenalibrary.org; lancastercem@verizon.net; cei@avmosquito.org; debragillis@sbcglobal.net; rgarrison@applevalleyfd.com; avhcwd@yahoo.com; apc wd@eee.org; delene@banninglibrarydistrict.org; barstowcemetery@hotmail.com; barstowheightscsd@hotmail.com; luren.dickinson@beaumont.lib.ca.us; duane@bcvparks.com; eric.fraser@bcvwd.org; Zman8910@aol.com; diane.cartwright@bigbearcityairport.com; jhall@bbccsd.org; vickis@bbmwd.net; csdboard@suddenlinkmail.com; mwest@bdvwa.org; BombayBeach2015@gmail.com; geoff@borregowd.org; marymac@buenapark.lib.ca.us; paul198@twc.com; drussell@capobay.org; ajacobs@clwa.org; maggieg@centralbasin.org; eulloa@cbwcd.org; tshackelford@chofire.org; eguevara@cswaterdistrict.org; bmkdig@aol.com; jbarrett@cvwd.org; info@comptoncreekmad.org; rdever@crestlinesanitation.com; kbdrew@cvwater.com; martinz@cvwdwater.com; daggettcsd@aol.com; cruzek@deluzcsd.org; ddemoss@calruralwater.org; hschultz@dhcd.org; kkalman@drd.us.com; sbaca@dwa.org; lohlund@eocwd.com; jmura@eastvalley.org; jonesp@emwd.org; jessicaecsd@yahoo.com; Bhill@etwd.com; evcdistrict@verizon.net; mdunbar@ebservicedistrict.com; maryloub@fpud.com; bpalmer@fallbrookhealth.org; victor.fvwd@gmail.com; tdever@glacvcd.org; bjantz@grossmonthealthcare.org; lfischer@heber.ca.gov; kcox@helendalecsd.org; l_woods@hesperiaparks.com; edm@hdwd.com; shoughton@highvalleyswater.com; chief@idyllwildfire.com; hosny@idyllwildwater.com; kkelley@iid.com; jcastillo@iercd.org; awoodruff@ieua.org; Cook@irwd.com; jacumbawater@att.net; bseifert71@mindspring.com; tcorbin@jcsd.us; mel@kinneloirrigationdistrict.info; ccerri@lakearrowheadcsd.com; twagoner@lhmwd.org; pbushee@lwwd.org; gm@mrcwd.org; krobbins@mcsandst.com; judy@missionrcd.org; gm@mswd.org; jbracy@mdaqmd.ca.gov; dana.raponi@ca.nacdnet.net; kbrill@mojavewater.org; mkinsey@mvwd.org; r.brazell@morongovalleyfire.org; thomas.harrington111@gmail.com; charris@mwdoc.com; newberrycsd@gmail.com; northcountycemeterydistrict@yahoo.com; lstephen@ncfire.org; kthorner@olivenhain.com; t.deutsch@orccd.com; rhoward@ocvcd.org; mmarkus@ocwd.com; ecstaneda@odwd.org; mwatton@otaywater.gov; acaires@padre.org; kjurasky@pscemetery.com; Dennis LaMoreaux <dla moreaux@palmdalewater.org>; blugo@blythelibrary.org; kgould@pvld.org; cds1@earthlink.net; dbartz@pphcsd.org; becky@pcwd.org; jcontreras@placentalibrary.org; lindapcd@gmail.com; creed@qhwd.org; Tkennedy@rainbowmwd.com; michel@rsf-fire.org; sheryl.landrum@rcdsandiego.org; jhendra@rcdsmm.org; creams@rim-rec.org; tberge@rinconwater.org; citruspest@gmail.com; lamb@rcrcd.org; riverviewcemetery@sbcglobal.net; ldeering@rossmoor-csd.org; LosAISewerDistrict@gmail.com; tcoleman@rowlandwater.com; dave@rcsd.org; rgross@runningspringswd.com;

cgallegos@saltoncsd.ca.gov; douglash@sbgmwd.com; dcozad@sbgvwd.org; kfuijoka@sgvmosquito.org; jdavis@sgpwa.com; sjvcd.cem@verizon.net; kjohnson@sfdwater.org; donb@smwd.com; tmartin@sativawd.com; jerryvilander@gmail.com; philmcwilliams@smrpd.org; jsmyth@sweetwater.org; abrunhart@scwd.org; summitss@verizon.net; blueskyhb@aol.com; rctpcd@verizon.net; rose.corona@teamrwd.org; jeffp@temescalvwd.com; tenajacsd@gmail.com; rhansen@tvmwd.com; jolenetcwd@aol.com; mperea@tcwd.ca.gov; admin@29palmscemetary.org; rbowe@29palmswater.org; shane@usgvmwd.org; uslr.rcd@gmail.com; dposvar@vwd.org; gm@valleycenterparks.com; jglowitz@valley-sanitary.org; dean@gorecreation.org; jhill@cityofmissionviejo.org; eboone@vidwater.org; latonyad@westbasin.org; wvcwd@verizon.net; mbrown@wvmvcd.org; tcrowley@wvwd.org; jrossi@wmwd.com; cduffy@dudek.com; tim.taschler@gmail.com; yermocsd1@verizon.net; mmarcantonio@ylwd.com; jzoba@yvwd.dst.ca.us

Subject: CSDA 2017 Board of Directors Elections

Dear Executive Leaders,

Please forward this email to your Board of Directors. Thank you very much for your cooperation and assistance regarding this matter.

Dear Southern Network Members:

It has been an honor and a privilege to represent you on CSDA's Board of Directors for the past three years, and most recently as Secretary of the Executive Board. As one of your three Southern Network representatives, I believe we have achieved many accomplishments to help Southern Network special districts succeed in good governance by offering more training and professional development opportunities in Southern California, as some of the training opportunities are described below.

- Supervisory Skills for the Public Sector in Vista
- Financial Management for Special Districts in Rancho Cucamonga
- Hammering Out a Legal Framework for Construction and Business Matters in Fountain Valley
- Board Member Best Practices in Claremont

As your representative I am very proud to work collaboratively with CSDA Board of Directors and staff for creating "Districts Make the Difference" campaign that promote the message about special districts and the difference we make in our communities. I am also proud to serve on CSDA's Legislative and Membership Committees where we work together advocating bills from the California Legislature that support special districts and we always want to make sure your membership to CSDA is valued.

As you probably know by now, I am running for re-election to CSDA Board of Directors and I hope I can count on your support because special districts are once again, under attack by the media, legislators and oversight agencies. If re-elected, I will continue to work hard as your representative to ensure our voice is heard about the great programs and services we provide in our communities and I will continue to serve on various CSDA committees to make certain training opportunities and memberships do not diminish.

If you have any suggestions on how I can better serve the Southern Network, please don't hesitate to email me at aschafer@cmsd.ca.gov. Thank you for your consideration and please don't forget to vote by August 4, 2017.
Sincerely,

Arlene Schafer

Costa Mesa Sanitary District Board of Directors and Secretary to the Board
CSDA Board of Directors and Secretary to the Board



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Kristin Bloomer

District/Company: Desert Water Agency

Title: Secretary-Treasurer

Elected/Appointed/Staff: Elected

Length of Service with District: 12/4/15 - Current

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

I recently attended the CSDA Legislative Days event.

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

I am a member of ACWA and attend their conferences.

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

City of Palm Springs Measure J Oversight Committee, Desert Water Agency Finance and Legislative Committees

4. List civic organization involvement:

Palm Springs SunUp Rotary Club, Palm Springs Woman's Club, St. Theresa

School PTA President, Desert Roundtable

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

Kristin Bloomer's Candidate Statement

I was first elected to the Desert Water Agency Board in 2015 and currently serve as Secretary-Treasurer on the Board of Desert Water Agency. However, service to my community has always played an important role in my life. I am dedicated to improving the quality of life for my community. Throughout my life, influence in community affairs and local government has grown. I have focused on the priority of shaping local government to strengthen the local and regional economies and create solutions to local and regional challenges. Southern California is faced with many challenges and I believe that challenges present opportunities, and that the Southern Network cannot afford to miss capitalizing upon those opportunities.

I am a longtime Palm Springs resident. My community service started early, when as a teenager, I volunteered with The Braille Institute and the National Charity League of Palm Springs.

My dedication to community service includes:

- Palm Springs Measure J Oversight Commission Vice-Chair
- Palm Springs Sunup Rotary Club past-President and current Assistant District Governor
- Founding President of the Desert Valley Women's Club
- Member of the Palm Springs Woman's Club
- St Theresa School Parent Teacher Group Board President
- Volunteer Volleyball Coach at Palm Springs High School
- Finance and Legislative Committee of Desert Water Agency



**California Special
Districts Association**
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: John DeMonaco

District/Company: Chino Valley Independent Fire District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 11 years

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

I am on the Legislative and Fiscal Committees

I have also served on the Education and Membership Committees

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

I am on the Board of Directors for the Fire Districts Association of California

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

N/A

- 4. List civic organization involvement:**

I am a member and past Chairman of the Rotary Club of Chino. I am also a Board Member of the Chino Rotary Foundation.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

I am seeking election to a seat on the Board of Directors of the California Special Districts Association.

I have served on the Board of Directors of the Chino Valley Independent Fire District for 11 years, elected in 2006. I am very proud to state that our Fire District is the **first** fire district to receive the District of Distinction Accreditation from the Special Districts Leadership Foundation (SDLF). We have been a District of Distinction since 2008. We also have obtained a District of Transparency Certificate of Excellence. I have completed the SDLF Recognition of Special District Governance.

I serve on the CSDA Legislative and the Fiscal Committees. I have previously served on the CSDA Education and Membership committees.

I am a retired Fire Chief with 33 years of Fire Service experience. I have been involved in city, county, JPAs and special districts in various capacities. I am currently on the Board of Directors of the Fire Districts Association of California and also serve on their Conference Committee. I am a Past President of the Chino Rotary Club and past Chairman of the Chino Rotary Foundation.

I understand, and I am committed to legislative advocacy for special districts. Special Districts provide one of the most effective, efficient, and accountable forms of local service. It is vital that we continue to work together to influence and monitor policy decisions affecting California special districts.

My commitment, extensive experience, and education in public service and as a special district board member and policy-maker, provides me with the ability to effectively serve as a CSDA Board Member representing all California Special Districts. I look forward to your support!

Please contact me at (909) 816-8396 or email at jdemonaco@chofire.org.

John DeMonaco



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Richard Hall

District/Company: Mojave Water Agency

Title: Director, Division 3

Elected/Appointed/Staff: Elected

Length of Service with District: 17 years

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

Currently serving on the Professional Development Committee and Membership Committee

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

Mojave Water Agency is a member of ACWA

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

Currently President of the Association of San Bernardino County Special Districts

4. List civic organization involvement:

Member of the Elks Association, Kiwanis, Summit Valley Property Owners

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

CANDIDATE STATEMENT

My name is Richard Hall and I am currently a Director for the Mojave Water Agency and President of the Association of the San Bernardino County Special Districts and have served as an elected official for more than 35 years in two Special District organizations. I am interested in the CSDA Board of Directors position for Southern District Seat C – here is a list of my qualifications:

- First-hand knowledge and experience to ensure that we have safe, quality drinking water.
- Knowledge and experience in Recreation and Parks through 20 years on the Hesperia Recreation and Parks Special District board and served as president four times.
- Knowledge and experience in Property Owners Association in Summit Valley, California where I helped to bring electricity and natural gas to the owners and served as president.
- Knowledge and experience in Engineering and Management at General Dynamics Program Office working with the Federal and State government.
- Reduced taxes through leadership as well as set policy to purchase quality water, build water discharge facilities, and given tax money back to residents who helped reduce water usage.
- Continue to fight to bring 21st century technology to our Agency to study in order to better ensure management of our water resources by advanced computer systems, deep monitor wells, and other state of the art methods.
- Worked closely with community leaders and residents for best policies and strategies including getting State and Federal funding for safe, drinkable water and other needed projects and programs..
- Support funding colleges and students for research and development for continued new resource solutions for present and future issues.

I know that more needs to be done and have plans to meet these challenges. Let us protect our future and provide leadership with someone who knows how.



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

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

Name: Michael Mack

District/Company: Rainbow Municipal Water District

Title: Director, Division 5

Elected/Appointed/Staff: Elected

Length of Service with District: 5 months

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

I am the officially appointed RMWD representative for CSDA.

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

I serve as the RMWD representative of both ACWA & CSDA.

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

I worked for the city of San Marcos, CA for over 30 years as Parks Superintendent.

4. List civic organization involvement:

Past President of P.T.A.

* SEE ATTACHED STATEMENT *

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

ENDLESS POSSIBILITIES

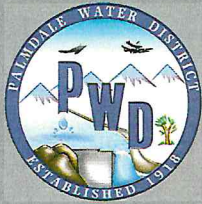


My name is Michael Mack and I am honored to be seeking election to be on the Board of Directors of California Special Districts Association.

I was elected to the Rainbow Municipal Water District Board of Directors in December 2016 and appointed to serve as the District's representative at both ACWA and CSDA. My background includes a degree in horticulture and worked for the City of San Marcos for over thirty years. As the Parks Department Supervisor, I had many responsibilities including reviewing plans and inspection of new park and street median installations. I was both a Certified Playground Inspector and Irrigation Auditor. One of my main responsibilities was ensuring efficient usage of water resources. I calculated, determined, and programmed water requirements for the plant material for all parks and street medians within the City.

I have learned the importance of CSDA is we are the support system to help ensure efficient and productive services to both small and large communities throughout California at the local level of city governments. As your CSDA Board Member, I see endless possibilities and promise to tackle and meet the challenges our districts face. We all must work together for present and future needs for our special districts and by doing so we can and will achieve our goals. We must be proactive with our legislators and with this energy and commitment we can make the difference between success and failure.

I am very honored to have this chance to serve all of you and given this opportunity. I feel extensive service and experience in the public sector, I will work effortlessly to make those endless possibilities become reality.



Hotel and Travel Accommodations

Event Name/Date:

Salute to Service Tri-State Seminar/September 26 - 28, 2017

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

Rooms and rates are subject to availability. Complete and submit this form as soon as possible to guarantee a room at the host hotel. In the event that the host hotel is booked, every effort will be made to secure a room at the closest hotel within comparable rates to the event discounted rate.

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

STAFF CONFERENCE/SEMINAR REPORT FORM

NAME: _____ DATE: _____
POSITION: _____

CONFERENCE SUMMARY:

- TITLE: _____
- ORGANIZATION: _____
- LOCATION AND DATES: _____
- GENERAL SUBJECT MATTER: _____

SESSION/CLASS ATTENDANCE:

CONTACT HOURS
(HRS): N/A

1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____
4	_____	_____	_____
5	_____	_____	_____

KEY POINTS/BENEFITS RELATING TO WORKGROUP, DEPARTMENT AND/OR OVERALL OPERATIONS:

REVIEWED BY:

SUPERVISOR: _____ DATE: _____

DEPARTMENT MANAGER: _____ DATE: _____

This year marks the 33rd Annual Tri-State Seminar ... Salute To Service. We will be dedicating this conference to our veterans and give tribute to those in our industry who have served. Just as it takes an experienced team to "run the plays", it takes a regiment of skilled individuals to conduct the intricate maneuvers that result in the amazing work that the professionals in our industry accomplish each and every day. Training and education for the servicemen and women in our industry is the key to managing a successful division. We have remained true to our mission of providing Top Gun technical sessions and workshops while keeping the conference costs under the radar. Our Pre-mission activities will include the Opening General Session where current and past members of our armed forces will be recognized and honored. Cocktails, hors d'oeuvres, and door prizes will be part of the festivities. If you were, or are, a military member, please see the information request when you register or submit your military picture and information (military branch, time of service, etc.) to programs@tristateseminar.com by August 1. Plan now to join us for what looks to be a 4-star event! Proudly Serving.

Jake Jacobson, Chair

Registration Opens June 1, 2017

SALUTE TO SERVICE
TRI-STATE SEMINAR
33RD ANNUAL • SEPTEMBER 26-28, 2017

EARLY BIRD REGISTRATION

\$99 per person*
*after August 31, registration is \$125 per person

ALL UNDER ONE ROOF

- Over 300 exhibitors in a regiment of their own
- Over 200 classes with new recruits and highly trained experts
- Special tours and add-on workshops for new trainees and experienced veterans
- Up to 21 contact hours available for your squad's battlefield tactics

www.tristateseminar.com

TRI-STATE SEMINAR'S HISTORY

In March 1985, a meeting between the Arizona Water and Pollution Control Association and the Colorado River Basin Section of the California Water Pollution Control Association was held in Yuma, Arizona to plan a training seminar for rural operators in Arizona, California, and Nevada to be held in or near Laughlin, Nevada. In September 1985, a two-day seminar was held in the Bullhead City Chamber of Commerce Building with about 120 people in attendance. With an introduction to the Riverside Resort in Laughlin, the next several seminars had a handful of concurrent sessions presented there. As the seminar grew, 9 concurrent sessions were held at the Riverside Resort and at Sam's Town (now River Palms) Resort. In 1988, 54 tabletop vendor displays were introduced in the Starview Room of the Riverside Resort. Following several years of limited access for vendors wanting to display, the Ramada Express rotunda was used to accommodate more tabletop displays. This lasted only one year until displays at Sam's Town were offered, both inside and outside!

After holding the Tri-State Seminar in Laughlin for over 20 years, more training space was needed for the increasing attendance and requests for more display space. Primm Valley Resorts was chosen to accommodate the Tri-State Seminar beginning in 2004. Not only was more training space available, vendors were given over 200 spaces for displays, both inside the arena and outside for the larger equipment displays.

After 9 years of participation at Primm Valley Resorts, space became limited again and the desire for a new venue increased. So, in 2013 the Tri-State Seminar was on the move again, this time to Las Vegas and the South Point Resort. The new venue allowed for increased attendance at 100+ sessions, more workshop opportunities, and 325 display spaces in one air conditioned exhibit hall!

Participants Summary

1985	75	1991	1000	1997	1000	2003	1700	2009	1800	2015	2819
1986	120	1992	700	1998	1120	2004	1900	2010	1645	2016	2967
1987	152	1993	800	1999	1200	2005	2300	2011	1596		
1988	180	1994	850	2000	1230	2006	2700	2012	1688		
1989	613	1995	900	2001	1320	2007	2473	2013	2441		
1990	300	1996	960	2002	1401	2008	2292	2014	2555		

HOTEL

SOUTH POINT • LAS VEGAS

Hotel . Casino . Spa

9777 Las Vegas Blvd. South

Las Vegas, NV 89183

702-796-7111

866-796-7111



RESERVATIONS ARE NOW BEING ACCEPTED

Group code: TRI0924

Deluxe Room Rate: \$90 Sunday thru Thursday

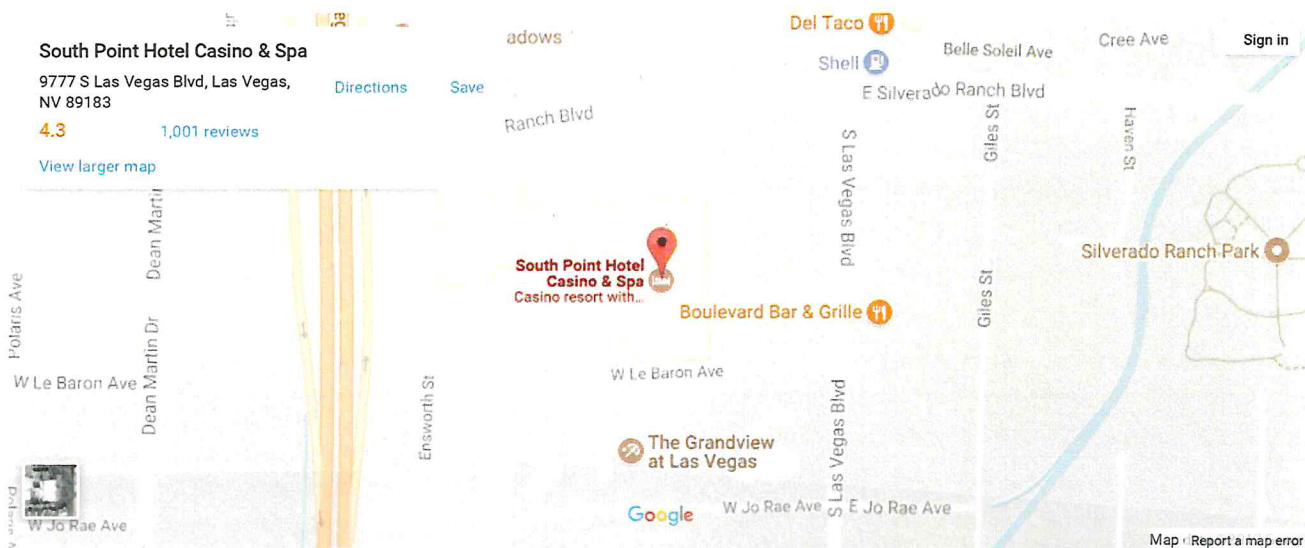
This rate is good through September 3 or until the room block is full

SOUTH POINT SHUTTLE SERVICE

Airport Shuttle – call 866-791-7626 (ask for Shuttle Reservations)

24 hours in advance. Seating is limited and only those with reservations will be allowed to board. If not full, seating will be on first come, first serve basis

MAP LOCATION



Fill out the information below, then click Next to proceed.

REGISTRATION INFORMATION

Every Attendee must have a unique email address.

*First Name:

*Last Name:

*Email Address:

☐ I am registering on behalf of this person

Thank you to Exhibitors that have already registered for the 33rd Annual Tri-State Seminar

Exhibitor Registration is SOLD OUT!!

If you are interested in participating as an exhibitor, please continue through the registration process, and your registration will be placed on the wait list. **Be sure to read every page of the registration system, so you do not miss out on selecting your booth!** At the end, you will enter your credit card information (or you can select check as a payment option). Note that your credit card will NOT be charged until the TSS Exhibits Committee determines that your Registration is accepted. This will occur in June. If your registration is accepted, you will be notified first before your card is charged.

Exhibitor Registration for the 33rd Annual Tri-State Seminar will be completed online.

There are no forms. Click the Exhibitor Registration tab above or copy and paste this link into

your browser: <https://www.tristateseminar.com/events/33rd-annual-tri-state-seminar/registration-dfb7c68693f542a58931f13cbcc3c23f.aspx?r=94421B70-F2CB-47A5-8716-2A47A681F2C0&fqp=true>



Tri-State Seminar 2017

Sept 25 – 28, 2017

South Point Hotel & Casino – Las Vegas

Exhibiting Information

Lead Retrieval

Dear Exhibitor,

Tri-State Seminar is pleased to invite you to its 33rd Annual Conference. The 2017 Conference runs from September 25th thru 28th. Exhibit show hours are Tuesday, Sept 26th (3:30pm to 7:00pm) and Wednesday, Sept 27th (3:30pm to 6:30pm).

As we have done in the past, we will be offering 9' x 10' spaces as well as Rolling Stock spaces. We have contracted with Western Exhibit Service to handle the specifics for exhibiting and the overall conference.

Deadline for completing online registration and payment for the Conference is:

May 31, 2017 (or until we are "Sold Out")

Booth spaces are assigned on a "First Come...First Served" basis. This means a "Paid For" exhibit space. We do not accept Reservations. Please note, although we have a deadline, this show will sell out quickly, so please complete your application and payment quickly.

As you continue with the registration process and paperwork, please take notice of changes that we have made. Please note that that contact numbers and email addresses for submitting your application are new this year. Anything sent to the old fax number will not be recognized.

South Point Hotel & Casino is offering banquet and reception services for those interested. This would include Exhibitors who wish to serve Beer or other refreshments in their booth. More information on this can be found in the "Hospitality Rooms/Catering" Section of the Exhibitor Prospectus.

This year we are asking for more Registration Information. We are asking for email addresses for your company, the contact person, and the individual who will need the receipt. Help us out and complete ALL requested information. It will only help both you and us!!! **Also, New this year is an opportunity to purchase Lead Retrieval App for use on your own smart phone.** Cvent LeadCapture works with Cvent's OnSite Solutions platform to scan attendee leads onsite using your own device. Access the App Store on iOS devices or the Play Store on Android devices to download the app. To receive an access code, you must purchase a license from Cvent. See last page of the prospectus for more information.

Don't forget to sign up for GOLF for Tuesday, September 26, 2017.

Sincerely

Tri-State Seminar Exhibits Committee

Questions or Concerns, please contact:

Gene Dahle 209-602-0478 (9:00am to 4:00pm PDT)

Kelli Callahan 702-429-7262 (9:00am to 4:00pm PDT)

Or use our email address: exhibitors@tristateseminar.com

Click on the links below to preview the presentations being offered each day
(subject to change).

TUESDAY SESSIONS

WEDNESDAY SESSIONS

THURSDAY SESSIONS

Once again we are offering tours for those who want to experience some local sights while discovering more about reclaim/reuse and wastewater treatment. Seating is limited and CEU approval is pending. Click on Tour Summaries to learn more.

TOUR SUMMARIES

WEDNESDAY, SEPTEMBER 27, 2017

TOURS				SESSION
1:00-3:50	VENETIAN HOTEL AND CASINO TOUR -Robust Recycling Program <i>Guided Tour Cost: \$20 per person (limited to 20 people)</i>	Bus Loading - South Point		2901
7:30-2:00	HOOVER DAM & WASTEWATER PLANT TOUR (lunch on your own at Dam) <i>Guided Tour Cost: \$55 per person (limited to 54 people)</i>	Bus Loading - South Point		2902

THURSDAY, SEPTEMBER 28, 2017

TOURS				SESSION
9:00-11:50	VENETIAN HOTEL AND CASINO TOUR -Robust Recycling Program <i>Guided Tour Cost: 20 per person (limited to 20 people)</i>	Bus Loading - South Point		3901

The Tri-State Seminar is offering several workshops over the course of the 3 day conference. Unlike the 50 minute technical presentations, these are much smaller instructor led classes that last half day, full day, or more. There is an extra fee to attend these workshops, but well worth the investment. See the list below and then check out the Workshop Summaries to find the one that's just for you!

MONDAY, SEPTEMBER 25, 2017

WORKSHOP CERTIFICATION			SESSION
7:30-3:50	**1-DAY CLASS** NASSCO PACP RE-CERTIFICATION --\$625 Marilyn Shepard, NASSCO Master Trainer	PALM	0814

IMPORTANT PACP POLICY

Certification shall be valid for a period of 3 years from the date of issuance. PACP Users who are not re-certified within this 3-year period shall be afforded a 1-year grace period during which they are eligible to attend a re-certification class. If certification lapses beyond the 1-year grace period, those individuals may only become certified by successfully passing the initial PACP Certification Class.

Note:

1. Individuals who are within the 1-year grace period are NOT considered certified.
2. Individuals who were certified in MACP and LACP, but fail to re-certify in PACP within the 1-year grace period, may only be MACP or LACP certified by successfully passing the initial MACP and/or LACP Certification Class.

TUESDAY, SEPTEMBER 26, 2017

WORKSHOP CERTIFICATION

			SESSION
7:30-3:50	**2-DAY CLASS** NASSCO PIPES (PACP) CERTIFICATION ASSESSMENT PROGRAM--\$825 (see Thursday workshop listing for MACP & LACP) <i>Marilyn Shepard, NASSCO Master Trainer</i>	PALM	1815
7:30-3:50	MACHINE GUARDING: HOW TO PROTECT WORKERS WHEN MAINTAINING/WORKING WITH PUMPS & MOTORS--\$220 <i>John "Jack" Podojil, Podojil & Assoc. and Diane Hale, HER Services</i>	CYPRESS	1816
7:30-3:50	**2-DAY CLASS** CCTV OPERATOR ADVANCEMENT - UNDERSTANDING & MAINTAINING EQUIPMENT--\$225 <i>Matthew Olson, CUES, Inc.</i>	JOSHUA	1817
7:30-11:30	PRACTICAL CHLORINE ANALYSIS FOR WATER AND WASTEWATER -- \$125/class only OR \$425/ incl. PC II <i>Robert Stuart, HACH Company</i>	REDWOOD	1818
1:00-3:50	LAB SKILLS FOR WATER & WASTEWATER OPERATORS -- \$125 <i>Robert Stuart, HACH Company</i>	REDWOOD	1819

WEDNESDAY, SEPTEMBER 27, 2017

WORKSHOP CERTIFICATION

			SESSION
7:30-3:50	**2-DAY CLASS** NASSCO PIPES (PACP) CERTIFICATION ASSESSMENT PROGRAM--\$825 (see Thursday workshop listing for MACP & LACP) <i>Marilyn Shepard, NASSCO Master Trainer</i>	PALM	2815
7:30-3:50	OSHA CLASS II ASBESTOS WORKER --\$175 <i>Dale Becker, TTI Training, Inc.</i>	HALF MOON BAY	2816
7:30-3:50	**2-DAY CLASS** CCTV OPERATOR ADVANCEMENT - UNDERSTANDING & MAINTAINING EQUIPMENT--\$225 <i>Matthew Olson, CUES, Inc.</i>	JOSHUA	2817

7:30-11:30	MONOCHLORAMINATION DISINFECTION-- \$125/class only OR \$425/incl. PC II Robert Stuart, HACH Company	REDWOOD	2819
1:00-3:50	NUTRIENT ANALYSIS AND CONTROL-- \$125 Robert Stuart, HACH Company	REDWOOD	2820
1:00-3:50	**1.5-DAY CLASS** MS4 COMPLIANCE & CODE ENFORCEMENT INSPECTOR -- \$255 T. Luke Owen, NPDES Stormwater Training Institute	CYPRESS	2823

THURSDAY, SEPTEMBER 28, 2017

WORKSHOP CERTIFICATION

			SESSION
7:30-11:30	NASSCO MACP CERTIFICATION --\$100 (PACP IS A PRE-REQUISITE FOR THIS CLASS) Marilyn Shepard, NASSCO Master Trainer	PALM	3815
1:00-3:50	NASSCO LACP CERTIFICATION --\$100 (PACP IS A PRE-REQUISITE FOR THIS CLASS) Marilyn Shepard, NASSCO Master Trainer	PALM	3816
7:30-3:50	**1.5-DAY CLASS** MS4 COMPLIANCE & CODE ENFORCEMENT INSPECTOR -- \$255 T. Luke Owen, NPDES Stormwater Training Institute	CYPRESS	3823

WORKSHOP SUMMARIES**TECHNICAL SESSION SCHEDULE****TUESDAY SESSIONS****WEDNESDAY SESSIONS****THURSDAY SESSIONS**

TUESDAY, SEPTEMBER 26, 2017	
WASTEWATER TREATMENT	SONOMA C & D
7:30-8:20	THE FOUR STEP MICRO EXAM - PART 1 <i>Steven Leach, Novozymes</i>
8:30-9:20	THE FOUR STEP MICRO EXAM - PART 2 <i>Steven Leach, Novozymes</i>
9:40-10:30	PHOSPHORUS REMOVAL AND RECOVERY 101 - PART 1 <i>Chris Machado, Startec</i>
10:40-11:30	PHOSPHORUS REMOVAL AND RECOVERY 101 - PART 2 <i>Chris Machado, Startec</i>
1:00-1:50	RARE EARTH TECHNOLOGY - P REMOVAL & ENHANCED SLUDGE PROPERTIES <i>Mason Hanelina, Neo Chemicals & Oxides</i>
2:00-2:50	CARBON MANAGEMENT AT WWTPS AND IMPACTS ON PUBLIC HEALTH <i>Brittany Radtke, Startec</i>
3:00-3:50	OPTIMIZING CLARIFIERS: WHAT HAVE WE LEARNED? <i>John Esler, Clarifier Performance Evaluations, Inc.</i>
INSTRUMENTATION/ELECTRICAL & CONTROL	NAPA A & B
7:30-8:20	NFPA 70B: WHAT ARE THE BEST MAINTENANCE PRACTICES? <i>Ralph Stevens, Carmel Area Wastewater District</i>
8:30-9:20	AUTOMATION TECHNIQUES FOR UN-MANNED STATIONS <i>Jeff Blue, Southern Nevada Water System</i>
9:40-10:30	STAYING AHEAD AND AWARE OF THE CONDITION OF YOUR SEWER <i>David Drake, SmartCover Systems</i>
10:40-11:30	AFE vs. 18 PULSE VFDs <i>Matt Britter, Rockwell Automation</i>
1:00-1:50	THE UPS AND DOWNS OF IMPLEMENTING A SUCCESSFUL AMI PROJECT <i>Clint Baze, Rincon del Diablo MWD</i>
2:00-2:50	WHAT IS 3 MINUTES OF MOTOR TESTING WORTH TO YOU? <i>Mike Schneider, Condition Monitoring Services, Inc.</i>
3:00-3:50	CHOOSING THE BEST GAS DETECTOR/CALIBRATION & BUMP TEST <i>Michael Calvo, GIG Instrumentation</i>
BACKFLOW PREVENTION	NAPA C & D
7:30-8:20	BASIC OPERATING PRINCIPLES OF CROSS CONNECTION CONTROL <i>Jim Purzycki, BAVCO</i>
8:30-9:20	TESTING & TROUBLESHOOTING BACKFLOW PREVENTION ASSEMBLIES <i>Jim Purzycki, BAVCO</i>
9:40-10:30	MAINTENANCE & REPAIR OF BACKFLOW PREVENTION ASSEMBLIES <i>Jim Purzycki, BAVCO</i>
10:40-11:30	DEVELOPMENT CHALLENGES WITH BACKFLOW PREVENTION <i>Doa Meade, Las Vegas Valley Water District</i>
1:00-1:50	BACKFLOW PREVENTION ASSEMBLY APPROVAL PROCESS <i>Paul Schwartz, USC FCCC & Hydraulic Research</i>
2:00-2:50	RECLAIMED WATER TESTER TRAINING <i>Randy De La Garza, City of Surprise, AZ</i>
3:00-3:50	RECLAIMED DYE TEST <i>Randy De La Garza, City of Surprise, AZ</i>
WATER DISTRIBUTION	GRAND BALLROOM A
7:30-8:20	WATER TANK ISSUES & SUSTAINABLE ASSET MANAGEMENT - PART 1 <i>Keith Jones, Suez Advanced Solutions</i>
8:30-9:20	WATER TANK ISSUES & SUSTAINABLE ASSET MANAGEMENT - PART 2 <i>Keith Jones, Suez Advanced Solutions</i>
9:40-10:30	DELIVERY OF WATER DISTRIBUTION IMPROVEMENTS <i>Ken Snow, Town of Gilbert AZ</i>
10:40-11:30	APPROVED PRODUCTS PLANT TOUR <i>Doa Meade, Las Vegas Valley Water District</i>
1:00-1:50	WATER SERVICE PIPE MATERIALS <i>Stew Harvey, GSM</i>
2:00-2:50	ISSUES & CHALLENGES IN WATER DEMAND METERING <i>Stephen Davis, Metering Technology Consultants</i>
3:00-3:50	ASSESSMENTS AS TREATMENT TECHNIQUES <i>Margie Evans, NDEP - Bureau of Safe Drinking Water</i>
MAINTENANCE	GRAND BALLROOM B
7:30-8:20	SOMEONE IS SWIMMING IN YOUR TANK...HOW SAFE ARE THEY & YOU? <i>Gregory "Chip" Stein, Tank Industry Consultants</i>
8:30-9:20	RETROFITTING OLDER CONCRETE TANKS <i>Mark Moore, Dill Tai Tan, Inc.</i>
9:40-10:30	CONDITION ASSESSMENT OF REINFORCED CONCRETE STRUCTURES <i>Bryan Osborne, Clark County Water Reclamation District</i>
10:40-11:30	BUILDING YOUR INFRASTRUCTURE TO LAST FOR CENTURIES! IS IT POSSIBLE? <i>Lewis Titus, Titus Industrial Group, Inc.</i>
1:00-1:50	ADA & TREATMENT PLANTS: THE GOOD, THE BAD, THE UGLY <i>Kirk Dean, Los Angeles City Dept. Water & Power - Owens Lake</i>
2:00-2:50	CHOOSING THE BEST GAS DETECTOR/CALIBRATION & BUMP TEST <i>Michael Calvo, GIG Instrumentation</i>
3:00-3:50	ASBESTOS BASICS FOR WATER & SEWER WORKERS <i>Dale Becker, TTI Training/MC Consultants Inc.</i>
WASTEWATER COLLECTIONS	SONOMA A & B
7:30-8:20	SEWERS CAN SPEAK - CAN YOU HEAR THEM? <i>Greg Quist, Rincon Water District and SmartCover Systems</i>
8:30-9:20	SEWER LINE CHEMICAL ROOT CONTROL, Inc. <i>Brian Conroy, Dukes Root Control Inc.</i>
9:40-10:30	REDUCING INFILTRATION THROUGH LATERAL LINING <i>Michelle Beason, National Plant Sandcoes, Inc.</i>
10:40-11:30	PIPE PATCH LATERAL SEAL SYSTEM - LIVE DEMONSTRATION <i>Mike Warner, Source One Environmental</i>
1:00-1:50	THE DREADED FLUSHABLE - ARE THEY REALLY? <i>Rick Allen, BioLynceus</i>
2:00-2:50	COMPARING GRINDER PUMP AND STEP MAINTENANCE COSTS <i>Chuck Mayhew, EOne</i>
3:00-3:50	AIR VALVES: FOR FLOW EFFICIENCY AND SURGE PROTECTION <i>Stew Harvey, GSM</i>
SAFETY/HEALTH/SECURITY	BRUNSWICK ROOM
7:30-8:20	FACILITY SECURITY/COUNTER-TERRORISM PROTOCOLS - PART 1 <i>TBD, Federal Bureau of Investigation</i>
8:30-9:20	FACILITY SECURITY/COUNTER-TERRORISM PROTOCOLS - PART 2 <i>TBD, Federal Bureau of Investigation</i>
9:40-10:30	2018 CHANGES TO NFPA 70E <i>John Hagstrom, Electrical Reliability Services, Inc.</i>
10:40-11:30	SOMEONE IS SWIMMING IN YOUR TANK - HOW SAFE ARE THEY AND YOU? <i>Louderes O'Brien, Tank Industry Consultants</i>
1:00-1:50	SAFE CHLORINE USE AND AWARENESS <i>Mike Zaragoza, Hill Brothers Chemical & James Taylor, GHD, Inc.</i>
2:00-2:50	CONFINED SPACE RESCUE - KNOWING HOW TO GET OUT BEFORE YOU GO IN <i>James Taylor, GHD, Inc.</i>
3:00-3:50	THE BALANCING ACT: HOW COST, QUALITY & SCHEDULE IMPACT SAFETY <i>Michael Worlton, GHD, Inc.</i>
STORMWATER	MONTEREY BAY
7:30-8:20	COLLABORATION AND THE MS4 WATERSHED BASED PERMIT <i>Jennifer Hill, Daniel B. Stephens & Assoc.</i>
8:30-9:20	THE MAGNIFICENT SEVEN WAYS TO INCREASE COMPLIANCE <i>Lisa Farinas, City of Phoenix Aviation Dept. and Christina Grijalva, CDM Smith</i>
9:40-10:30	USING STUDENTS TO IMPLEMENT NON-STRUCTURAL/STRUCTURAL BMPs <i>Bill Dean, Dean & Assoc.</i>
10:40-11:30	STORMWATER MANAGEMENT IN SMALL URBAN COMMUNITIES <i>Jeremy Draper, Elko County</i>
1:00-1:50	WHAT DOES GREEN INFRASTRUCTURE MEAN IN THE DRY DESERT? <i>Luke Owen, NPDES Stormwater Training Institute</i>
2:00-2:50	LID BMP INVESTIGATION & MAINTENANCE-A PRACTICAL APPROACH <i>Mike Jacobson, Downstream Services, Inc.</i>
3:00-3:50	STORMWATER UTILITY FORMATION <i>London Lacy, City of Surprise, AZ</i>

WEDNESDAY, SEPTEMBER 27, 2017		
MAINTENANCE		GRAND BALLROOM B
7:30-8:20	RELIABILITY CENTERED MAINTENANCE, A NEW LOOK INTO ASSET MGMT. <i>Ralph Stevens & Gerald Falaranc, Carmel Area Wastewater District</i>	
8:30-9:20	CONNECTING DATA TO YOUR ASSETS - A VIEW OF CURRENT/FUTURE TRENDS <i>David Rodaskey, Rodaskey and Assoc.</i>	
9:40-10:30	ADVANCES IN AIR LIFT TECH: WWW TANK MIXING & WW PRE-TREATMENT <i>Lewis Titus, Titus Industrial Group, Inc.</i>	
10:40-11:30	SUBMERSIBLE LIFT STATION TROUBLESHOOTING - OPTIMIZING PERFORMANCE <i>Richard Jesmok, FlowControl</i>	
1:00-1:50	HYDRAULIC AERATION AND ODOR CONTROL <i>Richard St. Aubin, IPEX USA, LLC</i>	
2:00-2:50	AUTOMATIC CONTROL VALVES - OPERATION, APPLICATIONS, & MAINTENANCE <i>Jim Lupo, Construction Product Marketing</i>	
3:00-3:50	VIBRATION MONITORING IN WATER AND WASTEWATER <i>Doug Johnson, Emerson</i>	
WASTEWATER TREATMENT		SONOMA C & D
7:30-8:20	COME ONE, COME ALL, COME WATCH ME SETTLE YOUR SLUDGE (FASTER) <i>Nathan Antomieu, Evoque</i>	
8:30-9:20	ANAEROBIC DIGESTION 101 <i>Chris Machado, Startec</i>	
9:40-10:30	BIG ?? FOR ACTIVATED SLUDGE PROCESS CONTROL ANSWERED - PART 1 <i>Sidney Innerabner, Indigo Water Group</i>	
10:40-11:30	BIG ?? FOR ACTIVATED SLUDGE PROCESS CONTROL ANSWERED - PART 2 <i>Sidney Innerabner, Indigo Water Group</i>	
1:00-1:50	IMPROVEMENT OF ANAEROBIC SLUDGE DIGESTION BIOLOGICAL ENHANCEMENT <i>Jonathan Lee, Dr. Andrew Tay, Royce Fishner & Jack Peterson, Hycure</i>	
2:00-2:50	CENTRIFUGE OPS & MAINTENANCE - BEST PRACTICES & COMMON ISSUES <i>Chad Mullane, CentriSys Corporation</i>	
3:00-3:50	IMPACTS OF BRINE LOADING ON BIOLOGICAL TREATMENT OF WASTEWATER <i>Frederick Tack, GHD</i>	
ENVIRONMENTAL COMPLIANCE/PRETREATMENT		NAPA A & B
7:30-8:20	PRE-TREATMENT PROGRAM ENFORCEMENT & ERRORS - PART 1 <i>Curt McCormick, CWA Consulting Services, LLC</i>	
8:30-9:20	PRE-TREATMENT PROGRAM ENFORCEMENT & ERRORS - PART 2 <i>Curt McCormick, CWA Consulting Services, LLC</i>	
9:40-10:30	IT MATTERS HOW YOU SCOOP THE GOOP! <i>Cathy Hilms, Babcock Laboratories, Inc.</i>	
10:40-11:30	NEW REGULATIONS THAT CHALLENGE WATER & WASTEWATER AGENCIES <i>Steve Jessen, Southern CA Alliance of Publically Owned Treatment Works (SCAP)</i>	
1:00-1:50	SAFETY IN PRE-TREATMENT INSPECTION AND SAMPLING <i>Jaime Jacobson, Downstream Services, Inc.</i>	
2:00-2:50	COMING INTO COMPLIANCE <i>Jeff Carter, Coachella Valley Water District</i>	
3:00-3:50	EPA PRETREATMENT UPDATE <i>Amelia Whitson, U.S. Environmental Protection Agency, Pacific Southwest Region</i>	
SURFACE WATER & WATER TREATMENT		NAPA C & D
7:30-8:20	TURBIDITY TECHNOLOGY ADDRESSES DRINKING WATER PLANT CHALLENGES <i>Roger Softasack, HACH</i>	
8:30-9:20	USING LMH CHARGE MEASUREMENT TO DETERMINE OPTIMUM COAGULANT DOSE <i>John Clark, Chemtrac</i>	
9:40-10:30	PROPER TECHNIQUES FOR MEASUREMENT OF LOW-LEVEL TURBIDITY SAMPLES <i>Peter Strivole, Severn Trent</i>	
10:40-11:30	CHEMISTRY OF CHLORINE AND CHLORINE MONITORING <i>Randy Turner, SIVAN Analytical USA</i>	
1:00-1:50	ON-LINE CHLORINE & PH ANALYZERS-MOUNTING, CALIBRATION & MAINTENANCE <i>Kevin Manning, HACH</i>	
2:00-2:50	WATER CLARITY/ALGAE MANAGEMENT <i>Rick Allen, BioLyneux Environmental Solutions</i>	
3:00-3:50	HEXAVALENT CHROMIUM - DRINKING WATER SYSTEMS - REGS & TREATMENT <i>Fred Kress, Severn Trent North America</i>	
STORMWATER		MONTEREY BAY
7:30-8:20	CERTIFIED STORMWATER COMPLIANCE TECHNICIAN <i>Glenn Hale, HER Services, Inc.</i>	
8:30-9:20	UNDERSTANDING STORMWATER O & M <i>Rusty Braxton and Nezel Coles, Nezel Training and Consulting</i>	
9:40-10:30	SPILL RESPONSE - CATCH IT, FLUSH IT, OR LET IT GO <i>Lisa Farinas, City of Phoenix Aviation Dept. and Matt Burman, CDM Smith</i>	
10:40-11:30	STORMWATER MGMT. & SPECIAL EVENTS PERMITS IN THE LAS VEGAS VALLEY <i>Sherril McMahon, City of Las Vegas NV & John Tennant, Clark Cty. Regional Flood Control</i>	
WASTEWATER COLLECTIONS		SONOMA A & B
7:30-8:20	IS IT POSSIBLE TO CLEAN & CAMERA YOUR LINES IN 1 PASS - FIND OUT HERE! <i>Ken Bingham, EGG GMBH/EGG Technologies, Inc.</i>	
8:30-9:20	FUNDAMENTALS OF WATERJETS IN CONTROLLED ROTATION NOZZLES <i>Joe Schneider, Schneider, Inc.</i>	
9:40-10:30	AIR MOVEMENT AND THE HOW AND WHY IT WORKS - PART 1 <i>P.H. Stein, Gussler Manufacturing (Retired)</i>	
10:40-11:30	AIR MOVEMENT AND THE HOW AND WHY IT WORKS - PART 2 <i>P.H. Stein, Gussler Manufacturing (Retired)</i>	
1:00-1:50	SAFE DIG HYDRO EXCAVATING SAFETY AND PROCEDURES <i>Carey Olcott, Hecker Equipment Company</i>	
2:00-2:50	CITY CLEANING SEWER LIKE A CONTRACTOR <i>Rusty Nezel, Nezel Training and Consulting, Inc.</i>	
3:00-3:50	CHOOSING THE BEST GAS DETECTOR/CALIBRATION & BUMP TEST <i>Michael Calvo, GEG Instrumentation</i>	
SAFETY/HEALTH/SECURITY		BRUNSWICK ROOM
7:30-8:20	WATER & WW TREATMENT PLANT SAFETY & ACCESSIBILITY <i>Bryan Osborne, Clark County Water Reclamation District</i>	
8:30-9:20	NEW TECHNOLOGY RELATED TO ATMOSPHERIC TESTING-CONFINED SPACES <i>Jason Call, Honeywell Technologies</i>	
9:40-10:30	OSHA INSPECTIONS: KNOW YOUR RIGHTS AND RESPONSIBILITIES <i>Diane Hale, HER Services</i>	
10:40-11:30	CHOOSING THE BEST GAS DETECTOR/CALIBRATION & BUMP TEST <i>Michael Calvo, GEG Instrumentation</i>	
1:00-1:50	ARC FLASH SAFETY AND PREVENTION <i>Aaron J. Hall, CH2M Hill</i>	
2:00-2:50	TRENCHING AND EXCAVATION AWARENESS TRAINING - PART 1 <i>Jorge Flores, ETC Compliance Solutions</i>	
3:00-3:50	TRENCHING AND EXCAVATION AWARENESS TRAINING - PART 2 <i>Jorge Flores, ETC Compliance Solutions</i>	
WATER DISTRIBUTION		GRAND BALLROOM A
7:30-8:20	THE SURGE PHENOMENON <i>Patrick Michael, GSM</i>	
8:30-9:20	Pumps 1-1 <i>McCann and Chris Augustine, Startec</i>	Bob
9:40-10:30	ADVANCING FIXED NETWORKS (AM) <i>Kevin Barnes, Itron</i>	
10:40-11:30	THINKS AN OPERATOR SHOULD KNOW ABOUT THEIR CERTIFICATION <i>Max Sosa, NDEP and Ashley Jacobson, MWEA</i>	
1:00-1:50	HOW AMR SYSTEMS CAN GARNER GRANT MONEY VIA CONSERVATION TOOLS <i>Michelle Haney, Badger Meter</i>	
2:00-2:50	"LIVE VIEW" WATER MAIN INSPECTION <i>Michelle Beason, National Plant Services, Inc.</i>	
3:00-3:50	HYDRANT FLUSING TO PREVENT WATER HAMMER & REDUCE MAIN BREAKS <i>Paul Burris, City of Elmhurst IL</i>	
LABORATORY		MISSION BAY
7:30-8:20	COLLECTING PROPER ENVIRONMENTAL W & WW SAMPLES: DO'S & DON'TS <i>Gina Cloutier, BCK Associates Laboratories</i>	
8:30-9:20	AN ENZYMIC METHOD FOR THE DETECTION OF LEGIONELLA PNEUMOPHILA <i>Gil Dichter and Shawn Dubois, IDEXX</i>	
9:40-10:30	USE OF PARTICLE COUNTERS IN CONJUNCTION WITH TURBIDIMETERS <i>John Clark, Chemtrac</i>	
10:40-11:30	NUISANCE WATER SOURCE DETERMINATION <i>Alex Albanan and Rita Smith, City of Henderson</i>	
1:00-1:50	TROUBLESHOOTING PH, DO, CHLORINE (DPD METHOD) & TURBIDITY ANALYSES <i>Peter Strivole, Severn Trent</i>	
2:00-2:50	USING LIMS TO DOCUMENT KEY QC PRACTICES FOR MICROBIOLOGICAL ANALYSES <i>Michael Arrasato, City of Henderson</i>	
3:00-3:50	TOTAL KUJELDAHL COLORIMETRIC TESTING FOR FLOW ANALYZERS <i>Sarah Leibenguth, SEAL Analytical</i>	

THURSDAY, SEPTEMBER 28, 2017	
MAINTENANCE	GRAND BALLROOM B
7:30-8:20	BASIC PUMPS <i>Kevin Baughman, RCAC</i>
8:30-9:20	WHOSE IN CONTROL... CONTROL STRATEGY & MNTCE. OF LIFT STATIONS <i>Troy Hertog, Primex</i>
9:40-10:30	LARGE DIAMETER PVC GRAVITY W AND WW, SLIPLINING <i>Dave Gellings, Trenchless Resources Inc.</i>
10:40-11:30	CONFUSIONS AND SOLUTIONS WITH SPECIALITY COATINGS <i>Gregory Wallace, Kempos, Inc.</i>
1:00-1:50	ODOR CONTROL SCRUBBERS & TECHNOLOGIES FOR W AND WW APPS <i>Dave Baddeley, Baddeley & Assoc.</i>
2:00-2:50	AN ITERATIVE INCREMENTAL APPROACH TO MAINTENACE MGMT. SYSTEMS <i>Sean Dingman, Websoft Developers, Inc.</i>
3:00-3:50	REDUCING CORROSION, INFILTRATION, INFLOW & ODORS IN MANHOLES <i>Dave Baddeley, Baddeley & Assoc.</i>
GROUNDWATER AND RECHARGE	SONOMA C
7:30-8:20	COST-EFFECTIVE WELL REDEVELOPMENT - PART 1 <i>Michael Bodart, General Pump Company, Inc.</i>
8:30-9:20	COST-EFFECTIVE WELL REDEVELOPMENT - PART 2 <i>Michael Bodart, General Pump Company, Inc.</i>
9:40-10:30	INDUSTRIAL-USE WELL INSTALLATION USING DUAL ROTARY PULL-BACK TECHNIQUE <i>Marvin Giofallo, Clear Creek Associates</i>
10:40-11:30	NMR & CONVENTIONAL BOREHOLE GEOPHYSICS CASE HISTORIES <i>Robert Crowder, R. E. Crowder Consulting, LLC</i>
1:00-1:50	IMPLEMENTATION OF MANAGED AQUIFER RECHARGE PROJECTS IN NM <i>Amy Ewing, Daniel B. Stephens & Assoc, Inc.</i>
2:00-2:50	ONLINE LOW-LEVEL THM DETECTION IN GWR WASTEWATER <i>Rick Bacon, Aqua Metrology Systems</i>
3:00-3:50	GW RECHARGE - SITING, DESIGN, OPERATION, AND ENHANCEMENT <i>Geno Mammini, Clear Creek Associates</i>
SURFACE WATER & WATER TREATMENT	NAPA C & D
7:30-8:20	SOLUTIONS FOR WATER QUALITY ISSUES IN YOUR WATER TANK <i>Mark Moore, DN Tanks, Inc.</i>
8:30-9:20	CHEMICAL FEED SYSTEMS, ACCESSORIES <i>Richard Hopkins, Hopkins Technical Products, Inc.</i>
9:40-10:30	MULTI-STREAM HEXAVALENT MONITOR VALIDATES RCOF TREATMENT PROCESS <i>Tom Williams and Vladimir Dozortsev, Aqua Metrology Systems</i>
10:40-11:30	DISINFECTION/DOSING MATH <i>Kevin Baughman, RCAC</i>
1:00-1:50	FREE CHLORINE MEASUREMENT - THE EASY WAY! THE EPA WAY! <i>Raj Adani, Emerson Process Management</i>
2:00-2:50	CYANOBACTERIA - THE GOOD, THE BAD, AND THE UGLY <i>Ken Burgener, NDSD</i>
3:00-3:50	COMPLIANCE OF EPA LEAD AND COPPER RULES IN DRINKING WATER <i>Kevin Ryan, USEPA</i>
WATER DISTRIBUTION	GRAND BALLROOM A
7:30-8:20	INOVATIVE INSPECT TECHNIQUES TO REHAB WATER PIPELINE INFRASTRUCTURE <i>Mark Wade, Providence Infrastructure Consultants, Inc.</i>
8:30-9:20	AWWA TANK STANDARD D101-INSPECTION OF WATER TANKS & FACILITIES <i>Gregory "Chip" Stein, Tank Industry Consultants</i>
9:40-10:30	ADVANCED FIXED NETWORKS (AMF) <i>Kevin Barnes, Iron</i>
10:40-11:30	HYDRANT INSTALLATION & MAINTENANCE <i>John Sussie, American Flow Control</i>
1:00-1:50	DEVELOPMENT OF EFFECTIVE WATER DISTRIBUTION O&M PROGRAMS <i>Andrew Jackson, Town of Gilbert, AZ</i>
2:00-2:50	SMART TANK: TURNING WATER STORAGE INTO ACTIVE TREATMENT SYS. <i>Ethan Brooke, PAX Water Technologies, Inc.</i>
	PORTABLE PARALLEL ANALYSIS AS A DATA SOURCE FOR WQ MONITORING
RECLAIM/REUSE	NAPA A & B
7:30-8:20	REAL TIME ONLINE WATER QUALITY MONITORING <i>Richard Maier, Titus Industrial Group</i>
8:30-9:20	EFFLUENT WATER: MITIGATING SODIUM IN SOILS <i>Rick Allen, BioLyneceus Environmental Solutions</i>
9:40-10:30	TERTIARY FREE CHLORINE DISINFECTION DEMO - CITY OF BRENTWOOD WWTP <i>John Kenny, James Hake, Casey Wichert, & Brian Pecson, Trussell Technologies</i>
10:40-11:30	PONDS, CATFISH, CRAWDADS, & YOUR AQUARIUM -WHAT DO THEY HAVE IN COMMON? <i>Doug Drury, Clark County Water Reclamation District</i>
1:00-1:50	UNIQUE BATCH-STYLE MEMBRANE BIOREACTOR ALLOWS MUNICIPALITY REUSE <i>Dave Holland, Ben Antrim, Tim Allen, & Christopher Weiss, Aqua-Aerobic Systems</i>
2:00-2:50	WETLANDS IN THE DESERT? THE TRES RIOS STORY <i>Heather Finden, City of Phoenix AZ</i>
3:00-3:50	HOW OUR NATION'S LARGEST POWER PLANT COOLS ITSELF <i>Michael Hansford, Arizona Public Service Company</i>
WASTEWATER COLLECTIONS	SONOMA A & B
7:30-8:20	BUILDING YOUR INFRASTRUCTURE TO LAST FOR CENTURES! IS IT POSSIBLE? <i>Lewis Titus, Titus Industrial Group, Inc.</i>
8:30-9:20	BEST PRACTICES FOR REDUCING SANITARY SEWER OVERFLOWS (SSOs) <i>James Fischer, CA State Water Resources Control Board</i>
9:40-10:30	SEWER CLEANING VEHICLES WITH WATER RECYCLING SYSTEM TECHNOLOGY <i>Dirk Hemsing, Wiedemann Enviro Tec</i>
10:40-11:30	USING ACOUSTIC INSPECTION TO PRIORITIZE SEWER CLEANING <i>George Selembo, InfoSense, Inc.</i>
1:00-1:50	3D WIRELESS MANHOLE SCANNING <i>Pierre Mikhail, CUES, Inc.</i>
2:00-2:50	COATINGS & LININGS FOR HIGHLY CORROSIVE ENVIRONMENTS <i>Robert Murphy, The Sherwin-Williams Company</i>
3:00-3:50	USE OF NEW AGE WATERBORNE EPOXY MODIFIED MORTARS IN CONCRETE COATING <i>Demetri Rapanos, CLADLINER</i>
MATH (\$10 cash collected at the door for book)	BRUNSWICK ROOM
7:30-8:20	MATH MADE EASY AND OTHER LIES -PART 1 (AREAS) <i>Paul Krauth, Statepoint Engineering</i>
8:30-9:20	MATH MADE EASY AND OTHER LIES -PART 2 (VOLUMES) <i>Paul Krauth, Statepoint Engineering</i>
9:40-10:30	MATH MADE EASY AND OTHER LIES -PART 3 (FLOW RATES) <i>Paul Krauth, Statepoint Engineering</i>
10:40-11:30	MATH MADE EASY AND OTHER LIES -PART 4 (DETENTION TIMES) <i>Paul Krauth, Statepoint Engineering</i>
1:00-1:50	MATH MADE EASY AND OTHER LIES -PART 5 (PUMPING HORSEPOWER) <i>Paul Krauth, Statepoint Engineering</i>
2:00-2:50	MATH MADE EASY AND OTHER LIES -PART 6 (DOSING) <i>Paul Krauth, Statepoint Engineering</i>
3:00-3:50	MATH MADE EASY AND OTHER LIES -PART 7 (PUTTING IT ALL TOGETHER) <i>Paul Krauth, Statepoint Engineering</i>

AWARDS

Award Nomination Form

In 1990, the Tri-State Seminar Executive Committee recognized the extraordinary service of Charles E. (Chuck) Ohr. The first Outstanding Service Award was an engraved glass plate, mounted with a brass plaque. As the first recipient, Chuck became the Awards Committee Chair. The Committee quickly added a second award, "Employer Appreciation", an engraved plaque reading: "In Recognition For Your Continuous, Outstanding And Generous Support Providing Resources Which Have Contributed To The Continued Success Of The Tri-State Seminar On-the-River..." The Seminar also awards the out-going Executive Committee Chair with a gavel plaque at the Annual Awards Banquet.

In 1994, the Big Bend Canoe Club was created, inducting six Navigators. The BBCC is led by the Stroke, Chuck Ohr. Membership in the BBCC has grown slowly, since it requires extraordinary service to the Tri-State Seminar just to be nominated. The badge of a Navigator is a gold paddle (dubbed the 'ohr'). Getting paddled by a crew of navigators is an emotional moment for a Tri-State volunteer.

The following is the Tri-State Seminar's 'Honor Roll', listing the Award, year, recipient, and involvement.

	Outstanding Service	Employer Appreciation	Past Chair	Big Bend Canoe Club
2016	David Holguin Gary Hall Gene Dahle Javier Villarreal John Watson Keli Callahan Leanna Risso Linda Grossman Maggie Martinez Mark Lina Paul Krauth Robert Olds Rynta Porter Bruce Dacko	Joe Olsen, Metro Water District Ojai Valley Sanitation District		John Watson Mike Mackenzie Rick Simpson Bruce Dacko Margaret Colby
2015 2014		Lake Hemet Municipal Water District	Jerry Jimenez	Nicole DeMoet Dave Badgley Kris Bustamante Paul Johnson Randy Ottens Francis Solis Tom Rura Ron Schyler Paul Walton Mitch Freeman Tim Page Bob Snyder Eugene Bragazzi Hector Perez
2013	Ann Humeniuk Margaret Colby Rick Simpson	City of Coachella CA Valley Sand District	Pat Davis	
2012	Doug Drury Dave Badgley Paul Walton	Evans Hydro (Paul Walton's employer)		
2011	Kristine Hammond NWEA Pete Humeniuk AZ WATER Mike MacKenzie AZ WATER Fred Bollinger AZ WATER		Bruce Dacko, NWEA	Jake Jacobson Sheri Boyer Julie Taylor
2010	Steve Davis Mitchell Freeman Gary Smith Clint Harris Tom Rura Rick Lewis Sandy Carter Paul Walton - CWEA Nicole Green - CWEA Eugene Braggazi - NWEA Hector Perez - AZ Water	Michael Gritzuk, Director Pima County Regional Reclamation Dept.		Lee Boyer Steve Davis
2009	Eric Leveque Jake Jacobsen Tim Page Kris Bustamante	Mission Springs Water District Target Business Products	Jeff Carter	Mark Graham Dan Hood Jerry Jimenez Debbie Stratton

2008	Lino Vega Lee Boyer Sheri Boyer Mark Graham Mark E. Martinez Randy Ottens Rick Roper Dave Ruegge Julie Taylor Gerardo (Jerry) Jimenez	City of Mesa - Water Reclamation Facility City of Tempe - Water Department		Mark Evan Martinez Ed Starnier Dave Ruegge Rita Buck
2007	Rita Buck Geoffrey A Bates	United Water Services-Burbank	Johnny G. Martinez	Dan Hood Rick Roper Jayme Martinez Richard Buck Richard Leger
2006	Dan Hood			
2005	Rick Buck		Marcellus Jones, Jr.	
2004	Debbie Stratton Dave Ruegge	City of Hemet M.E. Simpson Co.		Malcolm Montgomery Jerry Stratton
2003			Keni Whalen	Michael Simpson Vicky Lynn Scott Annette Duarte Cindy Martinez
2002	Paul Johnson Ed Starnier			John Moore Richard Martinez Adam Zendejas Mark Shobe Eric Martinez Henry Dove Dan Leuder Earl Owens Bill Harper Ed Solis
2001	Ron Dees Tom Tackman	Arizona Public Service - WRF/PVNGS	Randy Hines	
2000	Rammon Valle Jayme Martinez Bob Snyder Malcolm Montgomery	Coconino County Public Works Eastern Municipal Water District		
1999	Michael Blea Robert Espinoza Patti Osterhout Jerry Stratton Henry Dove Dan Blackson Michael Simpson Pat Nelson	Pima County Wastewater Management Dept. Metropolitan Domestic Water Improvement District (Tucson) River Palms Resort & Casino (Laughlin, NV)	Pat Nelson	
1998	Ruben Blea Jim Fitch Beth Amheiser Mark Shobe Adam Zendejas Harry Meyers Ron Schuyler Dan Lueder Vicki Scott Bill Harper	Otay Water District		Jeff Carter
1997	Annette Duarte Cindy Martinez Eric Martinez Earl Owens Don Roberson	Carollo Engineers	Don Roberson	Brian Peck Greg Terrazas
1996	Dwayne Littlejohn Richard Martinez John Moore Evalani Sharp Ed Solis Francis Solis Joe Monscivitz	County Sanitation Districts of Los Angeles County City of Tempe- Environmental Services Division		Keni Whalen Ole Stigen Don Roberson Jeff Everett
1995	John McCormick Pat Wokulich Jeff Everett Ole Stigen Rex Sharp Jeff Carter Brian Peck Steve Cottrell	City of Lake Havasu City City of Henderson Everett Enterprises	Steve Cottrell	Brad Colby Charlotte Waddle John Martinez Ruth Riley Rex Sharp
1994	Don Roberson Keni Whalen Don Proctor Mike Popichak Bill Kale	ENCO Southwest, Inc.		Charles E. Ohr, Coxswain John Getchell John Kemp Merv Sodja Steve Cottrell Pat Nelson Lyman Tremble

1993	Paul Klatt Ruth Riley Al Jensen Ken Ashlock Merv Sodja	Merv Sodja
1992	James Maston Bob Gray Bob Geweke Brad Colby John Getchell	John Getchell Brown & Caldwell Engineers Coachella Valley Water District Arizona Dept. of Environmental Quality City of Phoenix-Water Services Division Charles P. Crowley Company, Inc. City of Tempe-Water Department City of Glendale (AZ) - Utilities Dept. Arizona Public Service - WRF/PVNGS Clark County Sanitation District Southern Nevada Water System J. G. Tucker & Son, Inc. McDonald/Stephens Engineers, Inc. Greeley & Hansen, Engineers
1991	Merv Sodja John Kemp Steve Cottrell John Getchell Pat Nelson Charlotte Waddle John Martinez Lyman Tremble Chet Reynolds Jon Crowley Elly Payne John Wulsin	
1990	Charles E. Ohr	

CONTACT US

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MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, APRIL 25, 2017:

A meeting of the Finance Committee of the Palmdale Water District was held Tuesday, April 25, 2017, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Henriquez called the meeting to order at 4:35 p.m.

1) Roll Call.

Attendance:

Finance Committee:

Marco Henriquez, Chair

Robert Alvarado, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager

Matt Knudson, Assistant General Manager

Mike Williams, Finance Manager

Jim Riley, Engineering/Grant Manager

Linda Trevino, Water Conservation Aide

Bob Egan, Financial Advisor

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Alvarado, seconded by Chair Henriquez, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments on Non-Agenda Items.

There were no public comments on non-agenda items.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held March 16, 2017.

It was moved by Committee Member Alvarado, seconded by Chair Henriquez, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Finance Committee meeting held March 16, 2017, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of February, 2017. (Financial Advisor Egan)

Financial Advisor Egan reviewed the investment funds report as of February, 2017 including the increase in cash due to assessments and capital improvement fees and maturing and replacement CDs and then provided an overview of the cash flow statement including projected 2017 year-end cash, potential grant funding, Department of Water Resources' refunds and billings, capital improvement projects and ensuring the projects are not over-committed, reduced water sales, and market adjustments.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for February, 2017. (Finance Manager Williams)

Finance Manager Williams reviewed in detail the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption comparisons, and revenue and expense analysis reports for the period ending February, 2017 and stated that most departments are operating at or below the targeted expenditure percentage of 16.6% followed by clarification of plant expenditures and a comparison of the individual Directors' budgets.

4.4) Discussion and Overview of Committed Contracts Issued and Water Revenue Bond Projects. (Assistant General Manager Knudson)

Assistant General Manager Knudson provided an overview of the updated Contractual Commitments and Needs for 2017 capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, a summary of committed and projected capital expenditures, and available funding sources and an update on the Water Revenue Bond Series 2013A Bond funds and payments to date followed by discussion of unbudgeted emergency projects and meeting the District's Reserve Policy.

4.5) Consideration and Possible Action on Funding Options for the Construction of the Littlerock Dam Sediment Removal Project Grade Control Structure. (Committee Member Alvarado/Assistant General Manager Knudson)

Assistant General Manager Knudson reviewed projected costs for construction of the grade control structure, the anticipated start date of summer, 2018, 2017 design work paid through reserves, and seeking construction funding and reimbursement of design costs when a final construction cost estimate is received followed by discussion of grant and private placement funding.

5) Information Items.

5.1) Status of Debt Service Coverage. (Financial Advisor Egan)

Financial Advisor Egan stated that the Debt Service Coverage for the period of March, 2016 through February, 2017 is 1.50 and meets the required Debt Service Coverage.

5.2) Status on Grant Applications for Cash for Grass Program. (Chair Henriquez)

Engineering/Grant Manager Riley stated that the District was awarded a \$75,000.00 grant from the Bureau of Reclamation for the District's Cash for Grass Program, and 75,000 square feet of grass must be removed for this grant.

Engineering/Grant Manager Riley was then commended for obtaining this grant.

5.3) Status on Cash for Grass Program Available Funds. (Chair Henriquez)

Water Conservation Aide Trevino reviewed the status and payout of Cash for Grass applications and stated that no new Cash for Grass applications have been accepted since July, 2016 and that the square footage of grass removed can be provided at the next Committee meeting followed by discussion of the Cash for Grass Program rules.

General Manager LaMoreaux then informed the Committee that Public Affairs Specialist Gallegos is researching the top 20 businesses and top 100 residential water savers during the mandatory conservation period for recognition by the District.

5.4) Other.

Chair Henriquez inquired about bond refunding after which Finance Manager Williams stated that there is no activity on the bond refunding as interest rates have risen and the required 5% savings cannot be achieved.

General Manager LaMoreaux reviewed Department of Water Resources' refunds, upcoming repairs to Oroville Dam, and funding for these repairs.

He then reviewed the details of his recent meeting with California Consulting, a grant writing and research firm, and recommended the District proceed with a Needs Assessment at a cost of \$2,000.00 to determine the need for a contract with this firm, and after a brief discussion of the services provided by California Consulting, the Committee concurred with the recommendation from General Manager LaMoreaux.

Finance Manager Williams then provided an overview of the projects to be included in the Holman Capital lease and the reallocation of budget funds for other capital projects.

There were no other information items.

6) Board Members' Requests for Future Agenda Items.

Committee Member Alvarado requested "Summary of expenditures for emergency repairs for 2016 and 2017 to date" be placed on the next agenda.

Leasing the District's fleet vehicles was then discussed.

There were no further requests for future agenda items.

It was determined that the next Finance Committee meeting will be held May 22, 2017 at 4:30 p.m.

7) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 5:53 p.m.



Chair

MINUTES OF INFORMATIONAL MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, MAY 22, 2017:

An informational meeting of the Finance Committee of the Palmdale Water District was held Monday, May 22, 2017, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Committee Member Alvarado began the meeting at 4:50 p.m.

1) Roll Call.

Attendance:

Finance Committee:

Marco Henriquez, Chair --

EXCUSED ABSENCE

Robert Alvarado, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager

Matt Knudson, Assistant General Manager

Mike Williams, Finance Manager

Jim Riley, Engineering/Grant Manager

Laura Gallegos, Public Affairs Specialist

Dennis Hoffmeyer, Accounting Supervisor

Bob Egan, Financial Advisor

Dawn Deans, Executive Assistant

1 member of the public

2) Adoption of Agenda.

The agenda was not adopted.

3) Public Comments on Non-Agenda Items.

There were no public comments on non-agenda items.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held April 25, 2017.

There was no action taken on this item.

4.2) Presentation, Consideration, and Possible Action on Receiving and Filing of 2016 Audit and Management Report. (The Pun Group/Financial Advisor Egan/Finance Manager Williams)

Mr. Paul Kaymark, of The Pun Group, provided a detailed overview of the District's Annual Financial Report for the Years Ended December 31, 2016 and 2015

including the District's net financial position, strong assets, non-cash pension liability, water sales, monthly meter charges, capital projects and depreciation, debt administration, profit and loss for the year, and participation in the Palmdale Recycled Water Authority and State Water Project and stated that the auditor's opinion is that financial information presented is materially correct followed by discussion of funding an irrevocable trust for pension liability.

Committee Member Alvarado then requested funding an irrevocable trust for OPEB be considered at the next Finance Committee meeting.

4.3) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of March, 2017. (Financial Advisor Egan)

Financial Advisor Egan reviewed the investment funds report as of March, 2017 including the decrease in cash due to the bond principal and interest payments, transfers for operating expenses, and CDs and then provided an overview of the cash flow statement including the projected 2017 year-end cash and stressed the importance of keeping a close eye on the cash balance.

General Manager LaMoreaux then recommended Agenda Item No. 5.1 be reviewed.

5) Information Items.

5.1) Status of Debt Service Coverage. (Financial Advisor Egan)

Financial Advisor Egan stated that the Debt Service Coverage for the period of April, 2016 through March, 2017 is 1.48 and meets the required Debt Service Coverage.

Committee Member Alvarado then stated that Agenda Item No. 4.4 will now be reviewed.

4.4) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for March, 2017. (Finance Manager Williams)

Finance Manager Williams reviewed in detail the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption

comparisons, and revenue and expense analysis reports for the period ending March, 2017 and stated that most departments are operating at or below the targeted expenditure percentage of 25%.

He then provided a detailed overview of customer care statistics including collection activities, the continued increase in electronic payments and decrease in front counter and mail payments, customer calls and front counter activity by quarter, and customer activity between 5 p.m. and 6 p.m.

4.5) Discussion and Overview of Committed Contracts Issued and Water Revenue Bond Projects. (Assistant General Manager Knudson)

Finance Manager Williams provided an overview of the updated Contractual Commitments and Needs for 2017 capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, a summary of committed and projected capital expenditures, and available funding sources and an update on the Water Revenue Bond Series 2013A Bond funds and payments to date.

4.6) Discussion of Summary of Expenditures for Emergency Repairs for 2016 and 2017 to Date. (Committee Member Alvarado/Facilities Manager Moore/Project Manager Thompson)

There was no update on this item, and it was requested that this item remain on the agenda for discussion at the next meeting.

5) Information Items.

5.2) Status on Grant Applications for Cash for Grass Program. (Chair Henriquez)

General Manager LaMoreaux stated that additional confirmation on the \$75,000.00 grant has been received, and customers continue to receive payment for Cash for Grass Program participation.

It was requested that this item remain on the agenda for discussion at the next meeting.

5.3) Status on Funding Options for Construction of Littlerock Dam Sediment Removal Project Grade Control Structure. (Engineering/Grant Manager Riley/Finance Manager Williams)

Engineering/Grant Manager Riley stated that the design for the grade control structure will be considered by the Board at the next Regular Board Meeting; that the Record of Decision will be signed in the next few months; that construction is anticipated in 2018; and that staff recommends this item remain on the agenda to consider funding options.

Ensuring the District and future Boards are committed to the continued removal of sediment from Littlerock Dam on annual basis along with these costs was then discussed, and it was determined that this Project be presented to the full Board after Forest Service approval of the Record of Decision.

5.4) Other.

Finance Manager Williams stated that the new kiosk is in place and has the ability for customers to look up their account through address and last name; that the IVR project has been delayed due to sound quality issues; that problems with Starnik have created an overage in hours for the transition to the TruePoint billing software; that TruePoint has agreed to only bill for half these hours; that an amendment to the TruePoint agreement for \$25,000.00 for these hours will be presented at the June 14, 2017 Regular Board Meeting for consideration; and that the go-live date for TruePoint is scheduled for August 1, 2017.

Committee Member Alvarado requested the issue with Starnik be discussed at a future Committee meeting.

There were no other information items.

6) Board Members' Requests for Future Agenda Items.

It was determined that "Discussion of summary of expenditures for emergency repairs for 2016 and 2017 to Date (Committee Member Alvarado/Facilities Manager Moore/Project Manager Thompson)" and "Status on grant applications for Cash for Grass Program (Chair Henriquez)" and "Status on funding options for construction of Littlerock Dam Sediment Removal Project grade control structure (Engineering/Grant

Manager Riley/Finance Manager Williams)" will remain on the agenda for the next meeting.

Committee Member Alvarado then requested "Discussion of funding an irrevocable trust for OPEB" and "Discussion of Starnik issues" be placed on the next agenda.

There were no further requests for future agenda items.

7) Adjournment.

There being no further business to come before the Informational Finance Committee meeting, the meeting was adjourned at 4:30 p.m.



Chair