

A CENTURY OF SERVICE

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

DENNIS LaMOREAUX General Manager

ALESHIRE & WYNDER LLP Attorneys



January 4, 2018

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, JANUARY 10, 2018 7:00 p.m.

<u>NOTES</u>: 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 <u>comments</u> 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 <u>comentarios</u> 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.

<u>PUBLIC COMMENT GUIDELINES</u>: The prescribed time limit per speaker is threeminutes. 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) Palmdale Water District hiring process. (Director Alvarado/Human Resources Director Emery)
- 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 December 13, 2017.
 - 6.2) Ratification of payment of bills for December 21, 2017.
 - 6.3) Payment of bills for January 10, 2018.
 - 6.4) Approve absence of Director Estes for medical reasons from December 13, 2017 meeting. (General Manager LaMoreaux)
 - 6.5) Approval of 2018 Strategic Plan. (Public Affairs Director Shay)
- 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 on reorganization of the Board of Directors for the positions of Vice President, Treasurer, and Secretary effective at the next Regular Board meeting. (Director Mac Laren)
 - 7.2) Consideration and possible action on authorizing staff to develop a Memorandum of Understanding for a Groundwater Recharge Project in Big Rock Creek with the other members of the Antelope Valley State Water Contractors Association. (Deputy Water and Energy Resources Director Thompson II)
 - 7.3) Consideration and possible action on Agreement for Professional Services between the Palmdale Water District and Dr. William Mathis d/b/a Mathis Group for Facilitation of the 2018 District Manager and District General Counsel Evaluations. (\$7,500.00 – Budgeted – General Manager LaMoreaux)
 - 7.4) Consideration and possible action on Agreement for Professional Services between the Palmdale Water District and Dr. William Mathis d/b/a Mathis Group for Facilitation of the 2018 District Board Evaluation. (\$9,500.00 – Budgeted – General Manager LaMoreaux)
 - 7.5) 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 2018 Budget:
 - a) See attached list of conferences, seminars, and training sessions.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings/General Report.

- b) Standing Committee/Assignment Reports (Chair):
 - 1) Antelope Valley State Water Contractors Association
 - 2) Palmdale Recycled Water Authority
- 8.2) Report of General Manager.
- 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.

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DENNIS D. LaMOREAUX, General Manager

DDL/dd

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 10, 2018 AGENDA

AGENDA ITEM NO. 7.5) 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 2018 Budget:

- 1) California Special Districts Association (CSDA) Streamlined Website Compliance Webinar to be held January 11, 2018.
- 2) CSDA Keeping Up the Brown Act Webinar to be held January 16, 2018.
- 3) CSDA How to Complete SCO's Financial Transactions Report Webinar to be held January 18, 2018.
- 4) Women in Water: Exploring Career Pathways to be held January 18, 2018 in Cajon.
- 5) CSDA Required Harassment Prevention Training Webinar to be held January 23, 2018 and June 5, 2018.
- 6) CSDA Proposition 26, Proposition 218 and Rate Setting Workshop to be held January 25, 2018 in Isla Vista and May 30, 2018 in Las Flores.
- California Irrigation Institute Annual Conference to be held January 29 30, 2018 in Sacramento.
- 8) CSDA Government Code 1090 Conflict of Interest Law Webinar to be held January 30, 2018.
- 9) CSDA Developing/Implementing Records Retention Schedule Webinar to be held February 1, 2018.
- 10) Innovyze Advanced Modeling with InfoWater Course to be held February 1 2, 2018 in Monrovia.
- 11) CSDA 2018 Special District Leadership Academy "Achieving District Goals...Together" to be held February 4 7, 2018 in La Quinta; April 15 18, 2018 in Monterey; or July 8 11, 2018 in Napa.
- 12) CSDA Successful Strategies for Utilizing Debt Webinar to be held February 9, 2018.
- Palmdale Chamber of Commerce 77th Annual Installation Gala to be held February 9, 2018 at Rancho Vista Golf Club.
- CSDA Ethics AB1234 Compliance Training to be held February 13, 2018 in Fresno;
 February 15, 2018 in Vista; February 22, 2018 in Pebble Beach; March 7, 2018 in Novato; April 4, 2018 in Sutter Creek; April 9, 2018 in Susanville;
- 15) CSDA Making Connections in CSDA's Online Communities Webinar to be held February 16, 2018.
- 16) CSDA Annual Employment Law Update Webinar to be held February 21, 2018.
- 17) Water Education Foundation (WEF) Water 101 Workshop: The Basics and Beyond including optional Delta Tour the next day to be held February 22, 2018 in Sacramento.
- 18) CSDA Understanding Board Member & District Liability Webinar to be held February 27, 2018.
- 19) ACWA DC2018 Annual Washington D.C. Conference to be held February 27 March 1, 2018 in Washington, D.C.
- 20) CSDA The Public Records Act and Records Retention Workshop to be held February 28, 2018 in Fountain Valley.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 10, 2018 AGENDA

- 21) CSDA The Critical Nature of Communications Webinar to be held March 6, 2018.
- 22) Inland Empire and Orange County State Legislative Reception to be held March 13, 2018 in Southern California.
- 23) CSDA Required Ethics AB 1234 Compliance Training Webinar to be held March 13, 2018 and November 13, 2018.
- 24) 2018 Association of California Water Agencies (ACWA) Legislative Symposium to be held March 14, 2018 in Sacramento.
- 25) WEF Central Valley Tour 2018 to be held March 14 16, 2018.
- 26) CSDA Legislative Round-Up Webinar to be held March 15, 2018.
- 27) Special District Risk Management Authority (SDRMA) Spring Education Day to be held March 20, 2018 in Sacramento.
- 28) WateReuse California Annual Conference to be held March 25 27, 2018 in Monterey.
- 29) CSDA Supervisory Skills for the Public Sector Workshop to be held April 6, 2018 in Santa Ynez and June 7, 2018 in Sacramento.
- 30) CSDA Advance Training in the CA Public Records Act Webinar to be held April 11, 2018.
- 31) WEF Lower Colorado River Tour 2018 to be held April 11 13, 2018.
- 32) CSDA Exercising Legislative Authority Webinar to be held April 18, 2018.
- 33) CSDA Gender Identity Issues in the Workplace Webinar to be held April 24, 2018.
- 34) CSDA Keys to CSDA's Sample Policy Handbook Webinar to be held April 27, 2018.
- 35) CSDA GASB 75 Preparing for the Audit Webinar to be held May 1, 2018.
- 36) ACWA Spring Conference & Exhibition to be held May 8 11, 2018 in Sacramento Valley.
- 37) CSDA Beyond the Basics: Strategies for Implementing Funding Workshop to be held May 9, 2018 in Claremont.
- 38) WEF Bay-Delta Tour 2018 to be held May 16 18, 2018.
- 39) CSDA Career Building Opportunities with CSDA Webinar to be held May 18, 2018.
- 40) CSDA 2018 Special Districts Legislative Days to be held May 22 23, 2018 in Sacramento.
- 41) CSDA Customer Service in the Public Sector Webinar to be held June 12, 2018.
- 42) CSDA 2018 General Manager Leadership Summit to be held June 24 26, 2018 in Olympic Valley.
- 43) WEF Headwaters Tour 2018 to be held June 28 and 29, 2018.
- 44) ESRI User Conference to be held July 9 13, 2018 in San Diego.
- 45) CSDA Sexual Harassment Prevention Training to be held July 18, 2018 in Riverside; July 25, 2018 in Avila Beach; August 6, 2018 in McKinleyville; August 8, 2018 in Bakersfield; August 14, 2018 in Tahoe City; November 8, 2018 in Novato;
- 46) CSDA 2018 Annual Conference & Exhibitor Showcase to be held September 24 27, 2018 in Indian Wells.
- 47) SDRMA Fall Education Day to be held September 26, 2018 in Indian Wells.
- 48) WEF Northern California Tour 2018 to be held October 10 12, 2018.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 10, 2018 AGENDA

- 49) CSDA 2018 Board Secretary/Clerk Conference to be held October 22 24, 2018 in South Lake Tahoe.
- 50) WEF San Joaquin River Restoration Tour 2018 to be held October 31 and November 1, 2018.
- 51) ACWA Fall Conference & Exhibition to be held November 27 30, 2018 in Southern California.
- 52) CSDA Extraordinary Leader Workshop to be held December 4, 2018 in Sacramento.

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 3, 2018	January 10, 2018
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	AGENDA ITEM NO. 6.4 – APPROVE ABSENCE OF L FOR MEDICAL REASONS FROM DECEMBER A MEETING. (GENERAL MANAGER LAMOREAUX)	

Director Estes was absent from the December 13, 2017 Regular Board Meeting. Agenda Item No. 6.4 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."

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 3, 2018	January 10, 2018
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Ms. Judy Shay, Public Affairs Director	
VIA:	Mr. Dennis D. LaMoreaux, General Manage	er
RE:	AGENDA ITEM NO. 6.5 – APPROVAL (AFFAIRS DIRECTOR SHAY)	OF 2018 STRATEGIC PLAN. (PUBLIC

Recommendation:

Staff recommends the Board approve the 2018 Strategic Plan as presented.

Alternative Options:

The alternative option is to not approve the 2018 Strategic Plan.

Impact of Taking No Action:

The District will not have an updated Strategic Plan.

Background:

On November 14, 2017, the Board of Directors conducted a workshop to discuss 2018 Strategic Plan initiatives. Based on discussions at the workshop, the six initiatives are as follows: Strategic Initiative No. 1 – Water Resource Reliability; Strategic Initiative No. 2 – Organizational Excellence; Strategic Initiative No. 3 – Systems Efficiency; Strategic Initiative No. 4 – Financial Health and Stability; Strategic Initiative No. 5 – Regional Leadership; and Strategic Initiative No. 6 – Customer Care, Advocacy and Outreach.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership. This item directly relates to the District's Mission Statement.

Budget:

There is no budget impact from this item.

Supporting Documents:

• 2018 Strategic Plan dated January 10, 2018

2018 STRATEGIC PLAN January 10, 2018

Strategic Initiative No. 1 – Water Resource Reliability:

- Complete the 2018 phase of the Upper Amargosa Creek Recharge Project
- Ensure Palmdale Recycled Water Authority (PRWA) to be fully operational by year 2020
- Adopt new state-of-the-art water treatment technologies
- Implement the Antelope Valley Groundwater Adjudication agreement
- Complete the grade-control structure for the Littlerock Reservoir Sediment Removal Project
- Continue the next phase towards the completion of Palmdale Regional Groundwater Recharge and Recovery Project
- Identify and pursue opportunities to increase the reliability of water supply

Strategic Initiative No. 2 – Organizational Excellence:

- Offer competitive compensation and benefits package to promote employee retention
- Focus Succession Planning Program on ensuring an overlap of training for key positions
- Continue providing transparency to our ratepayers
- Promote and support leadership training and professional development programs to enhance the District's customers' experience

Strategic Initiative No. 3 – Systems Efficiency:

- Implement 2016 Water System Master Plan
- Develop a five-year Infrastructure Revitalization Plan to continue the reinvestment and preventative maintenance for aging infrastructure
- Explore energy independence
- Continue being the industry's leader on the use of Granular Activated Carbon (GAC)
- Research and test new technologies to increase efficiencies
- Improve safety and training for Directors, employees and customers
- Develop a crisis communications plan

Strategic Initiative No. 4 – Financial Health and Stability:

- Pursue additional grant funding for all District projects
- Adopt a sustainable and balanced rate structure to meet short and long-term needs
- Create a five-year financial plan in conjunction with the 2019 Water Rate Plan
- Maintain adequate reserve levels, high-level bond rating, and financial stability

Strategic Initiative No. 5 – Regional Leadership:

- Enhance relationships with Antelope Valley partnerships, including local water agencies, Antelope Valley State Water Contractors Association and the Palmdale Recycled Water Authority
- Expand school water education programs
- Engage elected officials in water-related issues
- Continue offering career opportunities through the Internship Program
- Provide opportunities for local businesses to contract with the District

Strategic Initiative No. 6 – Customer Care, Advocacy and Outreach:

- Increase Customer Care accessibility through communication and feedback to enhance customers' experience
- Evaluate, develop, and market additional payment options
- Be point of communication for customers' water-related public health concerns
- Develop the District's Public Outreach Plan
- Increase public awareness of the District's history and promote centennial anniversary

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 3, 2018	January 10, 2018
то:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON REORGANIZATION OF THE BOARD OF DIRECTORS FOR THE POSITION OF VICE PRESIDENT, TREASURER, AND SECRETARY EFFECTIVE AT THE NEXT REGULAR BOARD MEETING. (DIRECTOR MAC LAREN)	

Recommendation:

There is no staff recommendation on this item.

Alternative Options:

There are no alternative options.

Impact of Taking No Action:

Action is needed to complete the rotation of the Board officer positions.

Background:

Article 4 of the District's Rules and Regulations, Section 4.05: Officers of the Board – states that "...The Board shall reorganize every two years, following an election, unless by a 3/5 majority vote the Board approves a reorganization at any other time." Section 4.06: Duties and Obligations of the Officers of the Board – identifies Officer duties and titles.

At the December 13, 2017 Regular Board meeting, Director Dino was elected as President of the Board of Directors. Director Estes was absent from this meeting, and it was determined to table the election of the remaining officers until the next regular Board meeting so all Directors can be present.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership. This item directly relates to the District's Mission Statement.

Budget:

There is no budget impact from this item.

Supporting Documents:

- Rules and Regulations Article 4 Section 4.05
- Rules and Regulations Article 4 Section 4.06

4.04: BOARD ACTION

The Board may take action by motion, resolution, or ordinance. The affirmative vote of at least three Directors is necessary for the Board to take action. Motions and resolutions may be adopted on voice and/or mechanical vote: roll call shall be taken if requested by any Director. Ordinances shall be adopted on roll call vote.

4.04.1 ORDINANCES

Where an ordinance is required by statute, but the procedure for such ordinance is not specified, the Board shall adopt the ordinance as follows:

1. The ordinance shall be noticed as an agenda item for two consecutive Board meetings.

2. The ordinance shall be introduced and read at two consecutive regular Board meetings, unless a motion is made and passed by a majority of the Board to waive the full reading of the ordinance. The ordinance may then be passed.

3. The ordinance shall become effective thirty (30) days after adoption and shall be published, within ten (10) days after its adoption, at least once for one week in a newspaper of general circulation within the boundaries of the District.

4.05: OFFICERS OF THE BOARD

The officers of the Board shall be:

President, Vice President, Treasurer and Secretary.

Officers shall be elected by a 3/5 majority vote of the Board. The Board shall reorganize every two years, following an election, unless by a 3/5 majority vote the Board approves a reorganization at any other time.

4.06: DUTIES AND OBLIGATIONS OF THE OFFICERS OF THE BOARD

Other than the duties and obligations specified herein, Officers have no rights or authority different from any other Director. In addition to such duties and obligations imposed by law or by action of the Board of Directors, the duties of each Officer of the District are as follows:

4.06.1 PRESIDENT

Preside over and conduct all meetings of the Board, including maintaining the order pursuant to the Rules of Procedure adopted by the Board and attached hereto as Appendix DD, to ensure constructive and democratic meetings and help, not hinder, the business and discussion of the Board. Carry out the resolutions and orders of the Board. Exercise other powers and perform other duties as prescribed by the Board in these Rules and Regulations and by other actions of the Board. Approve Board meeting agendas. Form or disband standing and ad hoc committees. Appoint committee members and the Chair of said committees. Sign all agreements to which the District is a party. Write and/or sign correspondence on behalf of the Board and PWD. In the event of an early vacancy in the office of the Presidency, the Vice President shall become the President.

4.06.2 VICE PRESIDENT

Exercise the duties of the President in the absence of, when the President stands down, or when the President is unable to continue in his/her duties due to any other reason. In the event of an early vacancy in the position of Vice-President, the Board shall elect a new Vice-President in accordance with Section 4.04.

4.06.3 TREASURER

Sign financial instruments as required and serve as the Finance Committee Chair. The Treasurer acts on behalf of the President in the event the President and Vice President are unable to do so. In the event of an early vacancy in the position of Vice-President, the Board shall elect a new Vice-President in accordance with Section 4.04.

4.06.4 SECRETARY

Certify or attest to the actions taken by the Board. Sign the minutes of the Board meeting following their approval. In the absence of the Secretary from any meeting at which the Board approved meeting minutes, the Vice President, if present, shall sign the meeting minutes. In the event of an early vacancy in the position of Vice-President, the Board shall elect a new Vice-President in accordance with Section 4.04.

4.07: DUTIES AND OBLIGATIONS OF ALL DIRECTORS

4.07.1 RULES OF CONDUCT

The Board of Directors shall at all times conduct itself in accordance with all applicable Federal laws, State laws, Local laws, and the District's Rules and Regulations. Any violations by any Director of these Rules and Regulations, including this Article IV, may be addressed by the Board in the manner provided in the Rules of Procedure, attached hereto as Appendix DD at Section IV.B.

4.07.2 PARTICIPATION IN OFFICIAL BUSINESS OF THE DISTRICT

Directors shall attend all regular and special meetings of the Board, including committee meetings, and other functions as approved in advance by the Board of Directors, including those listed in Appendix V. In the event a Director is unable to attend a meeting, or other official business of the District, the Director shall notify the President and General Manager with as much advance notice as reasonably practical, or as soon thereafter as reasonably practical. Failure to attend four consecutive regular meetings of the Board, without the prior approval of the Board, will result in loss of committee assignments. The Board shall excuse absences by approving such absences pursuant to the Consent Calendar at the next regular Board meeting.

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 3, 2018	January 10, 2018
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Peter Thompson II, Deputy Water and Ene	ergy Resources Director
VIA:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON AUTHORIZING STAFF TO DEVELOP A MEMORANDUM OF UNDERSTANDING FOR A GROUNDWATER RECHARGE PROJECT IN BIG ROCK CREEK WITH THE OTHER MEMBERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION. (DEPUTY WATER AND ENERGY RESOURCES DIRECTOR THOMPSON II)	

Recommendation:

Staff recommends the approval for staff to work on a Memorandum of Understanding (MOU) regarding a joint project through the Antelope Valley State Water Contractors Association (AVWSCA) to test and develop a ground water recharge resource at Big Rock Creek.

Background:

The AVSWCA Strategic Water Plan Ad Hoc Committee has identified an opportunity for a joint ground water recharge project. The project initially would involve infrastructure upgrades at the State Water Project (SWP) siphon at Big Rock Creek, environmental impact studies, and staff time. The project is intended to provide the participants with an additional resource for delivering imported water to the Antelope Valley Groundwater Basin for recharge and storage. Building an MOU through AVSWCA is the first step in pursuing this project and will establish participation level, cost sharing, and roles among the member agencies.

<u>Strategic Plan Initiative/Mission Statement:</u>

This work is part of Strategic Initiative No. 1 – Water Resource Reliability. This work directly relates to the District's Mission Statement.

Budget:

No budgetary impact.

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 3, 2018	January 10, 2018
то:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	AGENDA ITEM NO. 7.3 – CONSIDERATION A ON AGREEMENT FOR PROFESSIONAL SER PALMDALE WATER DISTRICT AND DR. W. MATHIS GROUP FOR FACILITATION OF MANAGER AND DISTRICT GENERAL CON (\$7,500.00 – BUDGETED – GENERAL MANAGE	RVICES BETWEEN THE ILLIAM MATHIS D/B/A THE 2018 DISTRICT UNSEL EVALUATIONS.

Recommendation:

An Agreement for Professional Services with the Mathis Group for the facilitation of the 2018 District Manager and District General Counsel evaluations in the not-to-exceed amount of \$7,500.00 is presented for the Board's consideration.

Background:

Based on previous Board discussions, the Mathis Group has presented the attached Agreement to facilitate the General Manager's and General Counsel's annual evaluations.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 5 – Regional Leadership.

Budget:

This is under Budget Item No. 1-02-4110-000 – Consultants.

Supporting Documents:

• Agreement for Professional Services Between the Palmdale Water District and Dr. William Mathis D/B/A Mathis Group for Facilitation of the 2018 District Manager and District General Counsel Evaluations

AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE PALMDALE WATER DISTRICT AND DR. WILLIAM MATHIS d/b/a/ MATHIS GROUP

- facilitation of the 2018 District Manager and District General Counsel evaluations -

THIS AGREEMENT FOR PROFESSIONAL SERVICES (herein "Agreement") is made and entered into this _____ day of _____, 2018 by and between the PALMDALE WATER DISTRICT, a California public agency ("District") and DR. WILLIAM MATHIS d/b/a/ MATHIS GROUP, 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 assistance in conducting its annual performance evaluation for the positions of District General Manager and District General Counsel; and

Whereas, Consultant previously provided professional consulting services to the District in the area of management consulting and performance evaluation for the positions of District General Manager and District General Counsel; and

Whereas, the District and Consultant desire to enter into a contract for the provision of professional services related to these performance evaluations 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 <u>Scope of Services</u>. 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 <u>Exhibit "A"</u> 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 <u>Compliance With Law</u>. 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 <u>Licenses</u>, <u>Permits</u>, <u>Fees and Assessments</u>. 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 <u>Special Requirements.</u> 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 <u>Exhibit "B"</u> and incorporated herein by this reference. In the event of a conflict between the provisions of <u>Exhibit "B"</u> and any other provisions of this Agreement, the provisions of <u>Exhibit "B"</u> shall govern.

2. COMPENSATION

2.1 <u>Contract Sum</u>. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as <u>Exhibit "C"</u> and incorporated herein by this reference, but not exceeding the maximum contract amount of **Seven Thousand Five Hundred Dollars (\$7,500)** ("Contract Sum").

2.2 <u>Invoices</u>. 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 <u>Additional Services</u>. 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 <u>Time of Essence</u>. Time is of the essence in the performance of this Agreement.

3.2 <u>Schedule of Performance</u>. 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 <u>Exhibit "D"</u> 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 <u>Force Majeure</u>. 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 <u>Term</u>. 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 (<u>Exhibit "D"</u>).

4. COORDINATION OF WORK

4.1 <u>Representative of Consultant</u>. **Dr. William Mathis, Management Consultant** 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 <u>Contract Officer</u>. **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 <u>Prohibition Against Subcontracting or Assignment</u>. 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 <u>Independent Consultant</u>. 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 <u>Insurance Coverages</u>. 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) <u>Commercial General Liability Insurance (Occurrence Form</u> <u>CG0001 or equivalent</u>). 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) <u>Worker's Compensation Insurance</u>. 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) <u>Automotive Insurance (Form CA 0001 (Ed 1/87) including "any</u> <u>auto" and endorsement CA 0025 or equivalent</u>). 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) <u>Professional Liability</u>. 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) <u>Additional Insurance</u>. Policies of such other insurance, as may be required in the Special Requirements in <u>Exhibit "B"</u>.

(f) <u>Subcontractors</u>. 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 <u>General Insurance Requirements</u>.

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 <u>Records</u>. 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 <u>Reports</u>. 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 <u>Confidentiality and Release of Information</u>.

(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 <u>Ownership of Documents.</u> 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 <u>California Law</u>. 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 <u>Disputes; Default</u>. 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 <u>Legal Action</u>. 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 <u>Termination Prior to Expiration of Term</u>. 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 <u>Exhibit</u> "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 <u>Termination for Default of Consultant</u>. 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 <u>Covenant Against Discrimination</u>. 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 <u>Non-liability of District Officers and Employees</u>. 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 <u>Notice</u>. 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 <u>Integration; Amendment</u>. 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 <u>Severability</u>. 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 <u>Waiver</u>. 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 <u>Attorneys' Fees</u>. 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 <u>Interpretation</u>.

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 <u>Counterparts</u>.

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 <u>Warranty & Representation of Non-Collusion</u>. 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 <u>Corporate Authority</u>. 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: DR. WILLIAM MATHIS d/b/a/ MATHIS GROUP, a sole proprietorship

By:

Name: Dr. William Mathis Title: Management Consultant

By:____

Name: Title:

Address: <u>11660 Church St., # 714</u> Rancho Cucamonga, CA 91730

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 ______, 2018 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.

INDIVIDUAL

PARTNER(S)

TRUSTEE(S)

OTHER____

CORPORATE OFFICER

ATTORNEY-IN-FACT

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

TITLE(S)

GUARDIAN/CONSERVATOR

LIMITED

GENERAL

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

the basi acknow his/her/	is of satisfactory evidence to be the person(s) redged to me that he/she/they executed th	, personally appeared, proved to me on) whose names(s) is/are subscribed to the within instrument and ue same in his/her/their authorized capacity(ies), and that by son(s), or the entity upon behalf of which the person(s) acted,
-	y under PENALTY OF PERJURY under the d correct.	e laws of the State of California that the foregoing paragraph is
WITNE	ESS my hand and official seal.	
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	the data below is not required by law, it may traudulent reattachment of this form CAPACITY CLAIMED BY SIGNER INDIVIDUAL CORPORATE OFFICER	Description of ATTACHED DOCUMENT

DATE OF DOCUMENT

SIGNER IS REPRESENTING: (NAME OF PERSON(S) OR ENTITY(IES))

GUARDIAN/CONSERVATOR OTHER_____

TRUSTEE(S)

SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT "A"

SCOPE OF SERVICES

I. Consultant will provide the District with the following Services:

A. Facilitate performance evaluations for the positions of District General Manager and District General Counsel, including without limitation:

- 1. Analyze a self-evaluation to be provided, individually, by the General Manager ("GM") and the District General Counsel ("GC") detailing prior year's accomplishments and recommended goals for the Board for 2018.
- 2. Recommend goals that should be on the General Manager's and the General Counsel's personal goal lists.
- 3. Once finalized, the GM and the GC will send their accomplishment lists and recommended goals to the District Board one week prior to the individual meetings with Consultant.
- 4. Consultant will e-mail the self-evaluation forms to the Board a week prior to meeting with the GM and the GC; no writing is required of Board members.
- 5. Coordinate setting the evaluation dates with the District; the preparation may be set for September and the actual evaluation may be set for October 2018.
- 6. Within a week of submitting the self-evaluation forms to the Board, Consultant shall prepare an evaluation book for discussion in combination with the Board's combined evaluation data; GM and GC will then be individually invited into the room for their evaluation and goal discussion and to determine whether there is an agreement and discussion. This activity will precede the evaluation of all Department Managers' department goals.

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

A. Evaluation book to be used as part of the discussion during the individual performance evaluation meetings.

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

- A. Dr. William Mathis, Management Consultant
- **B.** Other Consultant staff as necessary.

EXHIBIT "B"

SPECIAL REQUIREMENTS (Superseding Contract Boilerplate)

NONE.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

- I. Consultant shall perform the following Services for a flat fee not to exceed the Contract Sum which includes a \$4,000 initial retainer payable upon full execution of this Agreement in accordance with Section 2.2:
 - **A.** Facilitate performance evaluations for the positions of District General Manager and District General Counsel for the year 2018.

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 <u>\$7,500</u>, as provided in Section 2.1 of this Agreement.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

- I. Consultant shall perform all Services in a timely manner and in accordance with a schedule to be agreed upon with the District following the execution of this Agreement.
- **II.** Consultant shall deliver the following tangible work products to the District by the following dates.
 - **A.** Evaluation book to be used as part of the discussion during the individual performance evaluation meetings.
- **III.** The Contract Officer may approve extensions for performance of the Services in accordance with Section 3.2.

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 3, 2018	January 10, 2018
то:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	AGENDA ITEM NO. 7.4 – CONSIDERATION AN ON AGREEMENT FOR PROFESSIONAL SERV PALMDALE WATER DISTRICT AND DR. WIL MATHIS GROUP FOR FACILITATION OF BOARD EVALUATION. (\$9,500.00 – BUDO MANAGER LAMOREAUX)	ICES BETWEEN THE LIAM MATHIS D/B/A THE 2018 DISTRICT

Recommendation:

An Agreement for Professional Services with the Mathis Group for the facilitation of the 2018 Board evaluation in the not-to-exceed amount of \$9,500.00 is presented for the Board's consideration.

Background:

Based on previous Board discussions, the Mathis Group has presented the attached Agreement to facilitate the Board's annual evaluation. Additional items included in this Agreement include assistance with the 2018 Strategic Plan, updating norms, a culture survey, setting ideal goals for staff, assisting in the evaluations for the General Manager and General Counsel, and developing measurable factors as proof and object support of the Board's commitment to serving the community.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 5 – Regional Leadership.

Budget:

This is under Budget Item No. 1-02-4110-000 – Consultants.

Supporting Documents:

• Agreement for Professional Services Between the Palmdale Water District and Dr. William Mathis D/B/A Mathis Group for Facilitation of the 2018 District Board Evaluation

AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE PALMDALE WATER DISTRICT AND DR. WILLIAM MATHIS d/b/a/ MATHIS GROUP

- facilitation of the 2018 District Board evaluation -

THIS AGREEMENT FOR PROFESSIONAL SERVICES (herein "Agreement") is made and entered into this _____ day of _____, 2018 by and between the PALMDALE WATER DISTRICT, a California public agency ("District") and DR. WILLIAM MATHIS d/b/a/ MATHIS GROUP, 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 assistance in measuring the Board of Directors' performance for the year 2018; and

Whereas, Consultant previously provided professional consulting services to the District including Board of Directors' performance evaluation and goal setting; and

Whereas, the District and Consultant desire to enter into a contract for the provision of professional services related to these performance evaluations 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 <u>Scope of Services</u>. 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 <u>Exhibit "A"</u> 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 <u>Compliance With Law</u>. 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 <u>Licenses, Permits, Fees and Assessments</u>. 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 <u>Special Requirements.</u> 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 <u>Exhibit "B"</u> and incorporated herein by this reference. In the event of a conflict between the provisions of <u>Exhibit "B"</u> and any other provisions of this Agreement, the provisions of <u>Exhibit "B"</u> shall govern.

2. COMPENSATION

2.1 <u>Contract Sum</u>. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the "Schedule of Compensation" attached hereto as <u>Exhibit "C"</u> and incorporated herein by this reference, but not exceeding the maximum contract amount of **Nine Thousand Five Hundred Dollars (\$9,500)** ("Contract Sum").

2.2 <u>Invoices</u>. 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 <u>Additional Services</u>. 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 <u>Time of Essence</u>. Time is of the essence in the performance of this Agreement.

3.2 <u>Schedule of Performance</u>. 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 <u>Exhibit "D"</u> 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 <u>Force Majeure</u>. 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 <u>Term</u>. 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 (<u>Exhibit "D"</u>).

4. COORDINATION OF WORK

4.1 <u>Representative of Consultant</u>. **Dr. William Mathis, Management Consultant** 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 <u>Contract Officer</u>. **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 <u>Prohibition Against Subcontracting or Assignment</u>. 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 <u>Independent Consultant</u>. 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 <u>Insurance Coverages</u>. 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) <u>Commercial General Liability Insurance (Occurrence Form</u> <u>CG0001 or equivalent</u>). 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) <u>Worker's Compensation Insurance</u>. 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) <u>Automotive Insurance (Form CA 0001 (Ed 1/87) including "any</u> <u>auto" and endorsement CA 0025 or equivalent</u>). 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) <u>Professional Liability</u>. 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) <u>Additional Insurance</u>. Policies of such other insurance, as may be required in the Special Requirements in <u>Exhibit "B"</u>.

(f) <u>Subcontractors</u>. 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 <u>General Insurance Requirements</u>.

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 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 <u>Records</u>. 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 <u>Reports</u>. 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 <u>Confidentiality and Release of Information</u>.

(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 <u>Ownership of Documents.</u> 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 <u>California Law</u>. 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 <u>Disputes; Default</u>. 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 <u>Legal Action</u>. 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 <u>Exhibit "C"</u>. 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 <u>Termination for Default of Consultant</u>. 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 <u>Covenant Against Discrimination</u>. 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 <u>Non-liability of District Officers and Employees</u>. 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 <u>Notice</u>. 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 <u>Integration; Amendment</u>. 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 <u>Severability</u>. 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 <u>Waiver</u>. No delay or omission in the exercise of any right or remedy by nondefaulting 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 <u>Attorneys' Fees</u>. 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 <u>Interpretation</u>.

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 <u>Counterparts</u>.

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.

Warranty & Representation of Non-Collusion. No official, officer, or 8.10 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 <u>Corporate Authority</u>. 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: DR. WILLIAM MATHIS d/b/a/ MATHIS GROUP, a sole proprietorship

By:

Name: Dr. William Mathis Title: Management Consultant

By:

Name: Title:

Address: <u>11660 Church St., # 714</u> Rancho Cucamonga, CA 91730

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 _____, 2018 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/CC	NSERV	ATOR
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, 2018 before me,, personal parameters of satisfactory evidence to be the person(s) whose macknowledged to me that he/she/they executed the same his/her/their signature(s) on the instrument the person(s), executed the instrument.	names(s) is/are subscribed to the within instrument and e in his/her/their authorized capacity(ies), and that by
I certify under PENALTY OF PERJURY under the laws of and correct.	the State of California that the foregoing paragraph is true
WITNESS my hand and official seal.	
Signature:	
OPTIO Though the data below is not required by law, it may prove prevent fraudulent reattachment of this form CAPACITY CLAIMED BY SIGNER	
INDIVIDUAL CORPORATE OFFICER	
TITLE(S)	TITLE OR TYPE OF DOCUMENT
 PARTNER(S) LIMITED GENERAL ATTORNEY-IN-FACT TRUSTEE(S) GUARDIAN/CONSERVATOR 	NUMBER OF PAGES
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 the following Services:

A. Develop a process for measuring District Board of Directors' performance via goals accomplishment, for the year 2018, including without limitation:

- 1. Assist in developing a strong strategic plan.
- 2. Updated norms.
- 3. Assist in evaluating staff progress as measured by the Culture Survey (to be provided by Consultant.
- 4. Assist the Board in setting staff's Ideal Goals.
- 5. Assist in the evaluation of the District General Manager and District General Counsel annual performance.
- 6. Analyze the combined results from all of the above processes and develop measurable factors as proof and object support of the Board's commitment to serving the community.

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

A. Evaluation booklets, Culture Survey and other materials to be used as part of developing the measurable factors.

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

- A. Dr. William Mathis, Management Consultant
- **B.** Other Consultant staff as necessary.

EXHIBIT "B"

SPECIAL REQUIREMENTS (Superseding Contract Boilerplate)

NONE.

EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following Services for a flat fee not to exceed the Contract Sum:

A. Develop a process for measuring District Board of Directors' performance via goals accomplishment, for the year 2018.

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:

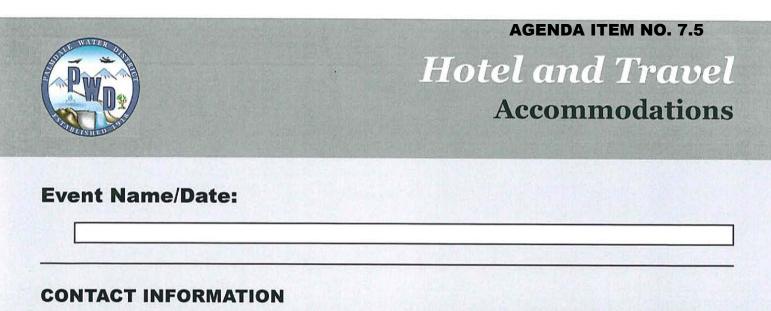
- **A.** Line items for all the work performed, name of Consultant personnel who performed it, and date(s) work performed.
- **B.** Line items for all materials and equipment properly charged to the Services, where applicable.
- **C.** Line items for all other approved reimbursable expenses claimed, 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 <u>\$9,500</u>, as provided in Section 2.1 of this Agreement.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

- I. Consultant shall perform all Services in a timely manner and in accordance with a schedule to be agreed upon with the District following the execution of this Agreement.
- **II.** Consultant shall deliver the following tangible work products to the District by the following dates.
 - **A.** Evaluation booklets, Culture Survey and other materials to be used as part of developing the measurable factors.
- **III.** The Contract Officer may approve extensions for performance of the Services in accordance with Section 3.2.



First	Nan	ne
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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 closet hotel within comparable rates to the event discounted rate.

Arrival Date D	eparture Date	No. of guests	Room Type
Do you require a smokir	ng room?		
O Yes O No			
Do you need transpo O Yes O No Flight Number	rtation from the Time	airport to the hot	el?
ADDITIONAL INFOR	MATION/REQUI	ESTS	Staff Representative
the second			

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 10, 2018 AGENDA

AGENDA ITEM NO. 7.5) 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 2018 Budget:

- 1) California Special Districts Association (CSDA) Streamlined Website Compliance Webinar to be held January 11, 2018.
- 2) CSDA Keeping Up the Brown Act Webinar to be held January 16, 2018.
- 3) CSDA How to Complete SCO's Financial Transactions Report Webinar to be held January 18, 2018.
- 4) Women in Water: Exploring Career Pathways to be held January 18, 2018 in Cajon.
- 5) CSDA Required Harassment Prevention Training Webinar to be held January 23, 2018 and June 5, 2018.
- 6) CSDA Proposition 26, Proposition 218 and Rate Setting Workshop to be held January 25, 2018 in Isla Vista and May 30, 2018 in Las Flores.
- California Irrigation Institute Annual Conference to be held January 29 30, 2018 in Sacramento.
- 8) CSDA Government Code 1090 Conflict of Interest Law Webinar to be held January 30, 2018.
- 9) CSDA Developing/Implementing Records Retention Schedule Webinar to be held February 1, 2018.
- 10) Innovyze Advanced Modeling with InfoWater Course to be held February 1 2, 2018 in Monrovia.
- 11) CSDA 2018 Special District Leadership Academy "Achieving District Goals...Together" to be held February 4 7, 2018 in La Quinta; April 15 18, 2018 in Monterey; or July 8 11, 2018 in Napa.
- 12) CSDA Successful Strategies for Utilizing Debt Webinar to be held February 9, 2018.
- Palmdale Chamber of Commerce 77th Annual Installation Gala to be held February 9, 2018 at Rancho Vista Golf Club.
- CSDA Ethics AB1234 Compliance Training to be held February 13, 2018 in Fresno;
 February 15, 2018 in Vista; February 22, 2018 in Pebble Beach; March 7, 2018 in Novato; April 4, 2018 in Sutter Creek; April 9, 2018 in Susanville;
- 15) CSDA Making Connections in CSDA's Online Communities Webinar to be held February 16, 2018.
- 16) CSDA Annual Employment Law Update Webinar to be held February 21, 2018.
- 17) Water Education Foundation (WEF) Water 101 Workshop: The Basics and Beyond including optional Delta Tour the next day to be held February 22, 2018 in Sacramento.
- 18) CSDA Understanding Board Member & District Liability Webinar to be held February 27, 2018.
- 19) ACWA DC2018 Annual Washington D.C. Conference to be held February 27 March 1, 2018 in Washington, D.C.
- 20) CSDA The Public Records Act and Records Retention Workshop to be held February 28, 2018 in Fountain Valley.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 10, 2018 AGENDA

- 21) CSDA The Critical Nature of Communications Webinar to be held March 6, 2018.
- 22) Inland Empire and Orange County State Legislative Reception to be held March 13, 2018 in Southern California.
- 23) CSDA Required Ethics AB 1234 Compliance Training Webinar to be held March 13, 2018 and November 13, 2018.
- 24) 2018 Association of California Water Agencies (ACWA) Legislative Symposium to be held March 14, 2018 in Sacramento.
- 25) WEF Central Valley Tour 2018 to be held March 14 16, 2018.
- 26) CSDA Legislative Round-Up Webinar to be held March 15, 2018.
- 27) Special District Risk Management Authority (SDRMA) Spring Education Day to be held March 20, 2018 in Sacramento.
- 28) WateReuse California Annual Conference to be held March 25 27, 2018 in Monterey.
- 29) CSDA Supervisory Skills for the Public Sector Workshop to be held April 6, 2018 in Santa Ynez and June 7, 2018 in Sacramento.
- 30) CSDA Advance Training in the CA Public Records Act Webinar to be held April 11, 2018.
- 31) WEF Lower Colorado River Tour 2018 to be held April 11 13, 2018.
- 32) CSDA Exercising Legislative Authority Webinar to be held April 18, 2018.
- 33) CSDA Gender Identity Issues in the Workplace Webinar to be held April 24, 2018.
- 34) CSDA Keys to CSDA's Sample Policy Handbook Webinar to be held April 27, 2018.
- 35) CSDA GASB 75 Preparing for the Audit Webinar to be held May 1, 2018.
- 36) ACWA Spring Conference & Exhibition to be held May 8 11, 2018 in Sacramento Valley.
- 37) CSDA Beyond the Basics: Strategies for Implementing Funding Workshop to be held May 9, 2018 in Claremont.
- 38) WEF Bay-Delta Tour 2018 to be held May 16 18, 2018.
- 39) CSDA Career Building Opportunities with CSDA Webinar to be held May 18, 2018.
- 40) CSDA 2018 Special Districts Legislative Days to be held May 22 23, 2018 in Sacramento.
- 41) CSDA Customer Service in the Public Sector Webinar to be held June 12, 2018.
- 42) CSDA 2018 General Manager Leadership Summit to be held June 24 26, 2018 in Olympic Valley.
- 43) WEF Headwaters Tour 2018 to be held June 28 and 29, 2018.
- 44) ESRI User Conference to be held July 9 13, 2018 in San Diego.
- 45) CSDA Sexual Harassment Prevention Training to be held July 18, 2018 in Riverside; July 25, 2018 in Avila Beach; August 6, 2018 in McKinleyville; August 8, 2018 in Bakersfield; August 14, 2018 in Tahoe City; November 8, 2018 in Novato;
- 46) CSDA 2018 Annual Conference & Exhibitor Showcase to be held September 24 27, 2018 in Indian Wells.
- 47) SDRMA Fall Education Day to be held September 26, 2018 in Indian Wells.
- 48) WEF Northern California Tour 2018 to be held October 10 12, 2018.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 10, 2018 AGENDA

- 49) CSDA 2018 Board Secretary/Clerk Conference to be held October 22 24, 2018 in South Lake Tahoe.
- 50) WEF San Joaquin River Restoration Tour 2018 to be held October 31 and November 1, 2018.
- 51) ACWA Fall Conference & Exhibition to be held November 27 30, 2018 in Southern California.
- 52) CSDA Extraordinary Leader Workshop to be held December 4, 2018 in Sacramento.

Webinar: Streamlined Website Compliance

Presenter: Sloane Dell'Orto, Streamline

More than 100 districts use Streamline's website building tool to help them stay compliant with changing state and federal online requirements. In this webinar, they will demonstrate the platform built just for special districts, including the meeting and transparency dashboards, agenda posting reminders, full content management capabilities, and more.

Free

10:00 - 11:30 am

When 1/11/2018 10:00 AM - 11:30 AM

Webinar: Keeping Up the Brown Act

Presenter: Heather Coffman, Liebert Cassidy Whitmore

Public agency board members, and the employees who support them, must understand the complex public meeting and transparency laws established by the Brown Act. In this workshop, we will walk through practical scenarios to identify the common pitfalls, and best practices, in Brown Act compliance. Topics include agendas, closed sessions, administrative decisions, litigation and settlements. Bring your questions, experiences, and challenges to this interactive, skills-based session!

10:00 a.m. - 12:00 p.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 1/16/2018 10:00 AM - 12:00 PM

Webinar: How to Complete SCO's Financial Transactions Report

Presenter: Gary Marshall, State Controller's Officer

The financial transactions report (FTR) required by the State Controller's Office pursuant to Government Code 53891 has been updated for the 2016-17 reporting year. The revised FTR incorporates significant GASB pronouncements such as Statement 68, conforms to generally accepted accounting principles, where possible, and improves compliance with government codes. Be sure to attend this webinar to ask questions and learn how you can expedite completion of your agency's report.

10:00 - 11:00 a.m.

Free

When 1/18/2018 10:00 AM - 11:00 AM

WOMEN IN WATER: EXPLORING CAREER PATHWAYS

WHEN

January 18 8:00 am – 4:30 pm

😫 Add to Calendar

LOCATION

900 Rancho San Diego Pkwy, Bldg 1, El Cajon, CA 92019

☐ Get Directions

COST

Free for high school and community college students Member Pre-Registration Fee

\$25

Non-Member Pre-Registration Fee

DEADLINE

The Center for Water Studies at Cuyamaca College is hosting a "Women in Water: Exploring Career Pathways" symposium on January 18, 2018, from 8:00 am – 4:30 pm. During this inaugural event, women inside and outside of the water industry can learn how to train for jobs and build a successful career within the water industry. Successful female water industry professionals will share their insights, training advice and recommendations with high school and college students, career changers and veteran women professionals who are exploring industry opportunities.

Webinar: Required Harassment Prevention Training

Presenter: Dennis Timoney, Special District Risk Management Authority

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this webinar.

10:00 a.m. - 12:00 p.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 1/23/2018 10:00 AM - 12:00 PM

Webinar: Required Harassment Prevention Training

Presenter: Dennis Timoney, SDRMA

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this webinar.

10:00 a.m. - 12:00 p.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 6/5/2018 10:00 AM - 12:00 PM

Proposition 26, Proposition 218 and Rate Setting

Presenters:

Kelly Salt and Lutfi Kharuf, Best Best & Krieger Chris Fisher, Willdan Financial Services

On November 2, 1996, the California voters approved Proposition 218, which amended the California Constitution by adding new substantive and procedural requirements for the adoption of taxes, assessments, and property-related fees and charges. On November 2, 2010, the voters approved Proposition 26, another ballot initiative that further restricts the ability of the state and local governments to raise revenues to fund government services, facilities, and regulatory programs, by reclassifying certain fees and charges as taxes. This workshop will provide an update on recent court cases and legislation interpreting and clarifying property-related fees and charges under Proposition 218 and an overview of the provisions of Proposition 26 and the impacts that they may have on local governments and their ability to raise revenues. The workshop will also provide guidance on how to design and structure property-related fees, and other fees and charges in compliance with Propositions 218 and 26.

\$225 CSDA member

\$340 Non-member

AGENDA: 8:30 - 9:00 am Registration 9:00 am - 4:00 pm Workshop (lunch provided)

When 1/25/2018 8:30 AM - 4:00 PM

Where

Community Resource Building Conference Room 970 Embarcadero Del Mar Isla Vista 93117

Proposition 26, Proposition 218 and Rate Setting

Presenters:

Kelly Salt and Lutfi Kharuf, Best Best & Krieger Chris Fisher, Willdan Financial Services

On November 2, 1996, the California voters approved Proposition 218, which amended the California Constitution by adding new substantive and procedural requirements for the adoption of taxes, assessments, and property-related fees and charges. On November 2, 2010, the voters approved Proposition 26, another ballot initiative that further restricts the ability of the state and local governments to raise revenues to fund government services, facilities, and regulatory programs, by reclassifying certain fees and charges as taxes. This workshop will provide an update on recent court cases and legislation interpreting and clarifying property-related fees and charges under Proposition 218 and an overview of the provisions of Proposition 26 and the impacts that they may have on local governments and their ability to raise revenues. The workshop will also provide guidance on how to design and structure property-related fees, and other fees and charges in compliance with Propositions 218 and 26.

\$225 CSDA member

\$340 Non-member

AGENDA:

8:30 - 9:00 a.m. Registration

9:00 a.m. - 4:00 p.m. Workshop (lunch provided)

When 5/30/2018 8:30 AM - 4:00 PM

WhereSanta Margarita Water District26111 Antonio Parkway Las Flores 92688

CALIFORNIA IRRIGATION INSTITUE ANNUAL CONFERENCE

WHEN

January 29 THRU January 30 8:00 am – 6:00 pm

🛱 Add to Calendar

COST \$50 — \$250 Member Pre-Registration Fee

\$50 — \$250 Non-Member Pre-Registration Fee

LOCATION

Hilton Sacramento-Arden West 2200 Harvard DEADLINE Street, Sacramento

Get Directions

ACCOMMODATIONS

Sacramento Arden-West Hilton The conference has a special room rate of \$111 per room night that will be available until January 6.

Visit Website

The California Irrigation Institute announces its 56th annual conference January 29-30, 2018 at the Hilton Arden West in Sacramento, California. The theme of the 2018 conference is Drought to Deluge: Scaling Solutions. The past decade was filled with extreme weather conditions in California. Join us for panels and discussions from top water leaders on how they prepared for this reality and took advantage of wet conditions after years of historic drought. There were many innovative efforts to quickly mobilize projects and reap the benefits of 2017's extraordinary precipitation. The keynote will be provided by the newly appointed Department of Water Resources Director, Grant Davis. Featured luncheon speaker is acclaimed author, Sandra Postel, also known as founder and director of the Global Water Policy Project. The conference is attended by a diverse group of water professionals that include agricultural and urban water managers, policy makers, manufacturers and farmers. For more information and to



DROUGHT TO DELUGE SCALING SOLUTIONS

56TH ANNUAL CII CONFERENCE · JANUARY 29-30, 2018 · HILTON ARDEN WEST, SACRAMENTO, CA

CEU CREDITS · IRRIGATION ASSOCIATION · CERTIFIED CROP ADVISORS · QUALIFIED WATER EFFICIENT LANDSCA





The primary purpose of the California Irrigation Institute is to host an annual conference on California water issues, water use efficiency, water quality and surface and groundwater management.

The conference features leading water industry experts, government agency heads, water district managers, innovative farmers and vendors with leading water saving products. The sessions aim to discuss research results and practical field experience.

REGISTER ONLINE AT CAILORG

ONE DAY REGISTRATION	
Received on or before January 6, 2018\$	150
On site/At the door\$	175
TWO DAY REGISTRATION	
Received on or before January 6, 2018\$	200
Received after January 6, 2018\$	225
On site/At the door\$	250
FULL TIME STUDENTS (With valid student ID)	
Received on or before January 6, 2018\$	50
Received after January 6, 2018 \$	75

EXHIBITOR REGISTRATION

(Includes one attendee registration)......\$

Attendee registration includes admission to all sessions, refreshments, the reception on Monday and lunch both days.

HILTON SACRAMENTO ARDEN WEST

EARLY BIRD

REGISTRATION

EXPIRES

JANUARY 6, 2018

2200 Harvard Street Sacramento, 95822 (916) 922-4700 Rooms are held under the California Irrigation Institute group name. Early room reservations end January 6, 2018. Space is limited.

350

There is free complimentary parking for all conference attendees.

CII 2017-2018 DIRECTORS

DAVID MILLER, PRESIDENT GEI Consultants, Inc.

BILL MCDONNELL, VICE PRESIDENT Metropolitan Water District

JIM ANSHUTZ, SECRETARY/ TREASURER AG H2O

DON ACKLEY Coachella Valley Water District

STEFANIYA BECKING Energy Solutions

> INGE BISCONER The Toro Company

DEAN CURRIE Imperial Irrigation District

MARY ANN DICKINSON Alliance for Water Efficiency

> KENT FRAME California Department of Water Resources

WILLIAM GRANGER City of Sacramento

CHASE HURLEY San Luis Canal Company

DANNY MERKLEY California Farm Bureau Federation

TIM O'HALLORAN Yolo County Flood Control & Water Conservation District

> CARRIE POLLARD Sonoma County Water Agency

BLAKE SANDEN UC Cooperative Extension

DR. STUART STYLES Cal Poly Irrigation Training & Research Center

TECHNICAL ADVISOR TOM HAWES U.S. Bureau of Reclamation

DROUGHT TO DELUGE SCALING SOLUTIONS 56TH ANNUAL CII CONFERENCE + JANUARY 29-30, 2018 + HILTON ARDEN WEST, SACRAMENTO, CA

The 2018 CII Conference is proud to welcome Sandra Postel as our featured speaker The California Irrigation Institute is fortunate to have leading authority and prolific author on international water issues, **Sandra Postel**, as the 2018 featured luncheon speaker. Sandra has been hailed for her "inspiring, innovative and practical approach" to promoting the preservation and sustainable use of freshwater.

From 2009-2015 Sandra served as Freshwater Fellow of the National Geographic Society. She is also cocreator of Change the Course, the national water stewardship initiative awarded the 2017 US Water Prize for restoring billions of gallons of water to depleted rivers and wetlands. Sandra recently released a new book, *Replenish: The Virtuous Cycle of Water and Prosperity* (October 2017), and has authored several other books including *Pillar of Sand: Can the Irrigation Miracle Last?* and *Last Oasis: Facing Water Scarcity*, which appears in eight languages and was the basis for a PBS documentary. Her article "Troubled Waters," was selected for inclusion in the 2001 edition of Best American Science and Nature Writing. She is also co-author (with Brian Richter) of Rivers for Life: Managing Water for People and Nature.

:30-9:30 AM	REGISTRATION
	MONDAY GENERAL SESSION
30—10:00 AM	WELCOME AND INTRODUCTIONS David Miller, President California Irrigation Institute
9:30—10:00 AM	KEYNOTE SPEAKER GRANT DAVIS, DIRECTOR California Department of Water Resources
	OPENING PANEL Moderator: David Miller
	Randy Record, Chairman Metropolitan Water District & Record Family Wines
9:00—11:45 AM	Marty Ralph, Director Center for Western Weather and Water Extremes, Scripps Institution of Oceanography
	Joaquin Esquivel, Board Member California State Water Resources Control Board
	Dick Diamond, General Manager North Kern Water Storage District
:45AM—12 PM	BREAK
2:00-1:30 PM	LUNCH AND PERSON OF THE YEAR AWARD PRESENTATION

SESSION I (SPLIT SESSIONS)

AGRICULTURE Moderator: Chase Hurley

BIG PICTURE POLICIES AND TOPICS ASSOCIATED WITH SCALING SOLUTIONS

Oroville Dam and State Water Project Operations Allison Febbo, Water Resource Specialist State Water Project Contractors

1:30-3:00 PM

Shasta and San Luis Reservoir: A Four-Year Learning Curve Tom Boardman, Water Resources Engineer San Luis Delta Mendota Water Authority

It's All Connected: How Bay-Delta Fish Impact Farmers in Colorado Dan Keppen, Executive Director Family Farm Alliance

Additional Storage: Northern California's Perspective Jim Watson, Executive Director Sites Reservoir Joint Powers Authority URBAN Moderator: Mary Ann Dickinson

FROM DROUGHT TO A PERMANENT REGULATORY REALITY

The New Conservation Framework: What's in Store for Outdoor Water Use? Erik Ekdahl, Director of Office of Research, Planning, and Performance State Water Resources Control Board

Case study: Impact of Policy Changes on a Large Utility Penny Falcon, Manager Water Conservation Policy, Legislation, and Grants Los Angeles Department of Water and Power

Case study: Impact of Policy Changes on a Medium Sized Utility/City William Granger, Water Conservation Administrator City of Sacramento

3:00-3:20 PM

BREAK

SESSION II (SPLIT SESSIONS)

AGRICULTURE Moderator: Stuart Styles

2017 DELUGE AND DROUGHT: ON FARM CASE STUDIES

Farming with the Environment Don Brandsford, Brandsford Family Farms & Glenn-Colusa Irrigation District President

3:20-5:00 PM

a full a land

SWEEP Grants: Concepts and Case Histories Dr. Amrith Gunasekara, Science Advisor to the Secretary & Manager of the Office of Environmental Farming & Innovation California Department of Food & Agriculture

Recharging Groundwater on Permanent Crops Dr. Helen Dahlke, Department of Land, Air and Water Resources University of California Davis

Repercussions of IID On-Farm Efficiency Conservation Program; A Growers Perspective Tom Brundy, Brundy Farms Inc. & Tom's Hay Farm Inc. URBAN Moderator: William Granger

ADVANCING LANDSCAPE TRAINING IN THE POST DROUGHT ERA

Cities + Utility Collaboration: Tying Training to Landscape Business License Don Ackley, Water Management Supervisor Coachella Valley Water District

Qualified Water Efficient Landscaper Training Program Greg Plumb, QWEL Program Manager Sonoma County Water Agency TATA WALVE T

San Antonio Landscaper Certification Program Karen Guz, Director of Conservation San Antonio Water System

Santa Barbara's Green Gardener Program Tyrone LaFay, Water Conservation Coordinator County of Santa Barbara

5:00-7:00 PM

EXHIBITOR RECEPTION AND POSTER SESSION



-

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GOLD SPONSORS







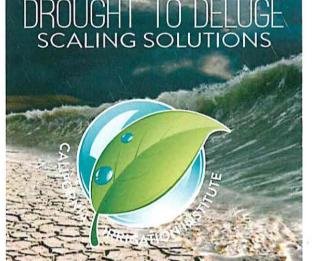
SILVER AND BRONZE SPONSORS

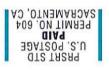
- Alliance For Water Efficiency
- California Department of Food and Ag
- California Department of Water Resources
- California Water Efficiency Partnership
- City of Sacramento
- Coachella Valley Water District
- Davids Engineering
- East Side Canal and Irrigation Company
- Energy Solutions
- GEI Consultants

- Imperial Irrigation District
- Irrigation Association
- Irrigation Design & Construction, Inc.
- Provost and Pritchard Engineering
- Rachio
- Sonoma County Water Agency
- Summers Engineering
- The Toro Company
- Water Reclamation
- Yolo County Flood Control and Water Conservation District

CII 2018 CONFERENCE: REGISTER ONLINE AT CAILORG







Webinar: Government Code 1090 - Conflict of Interest Law

Presenter: Kenneth White, Brown White Law

Government Code Section 1090, California's sweeping conflict of interest law, prohibits government officials and employees from making a contract in which they have a financial interest. But which officials are covered, and what does "making a contract mean?" California courts have interpreted those terms broadly, resulting in often unexpected risk to officials. The California Supreme Court recently extended the law to independent contractors working for government. What's the current scope of the law, and how can you keep you and your district safe? Ken White, an attorney at Brown White & Osborn LLP in Los Angeles, has extensive experience litigating Section 1090 cases and will explain what the statute covers, what the risks are, and how to stay safe.

10:00 - 11:30 a.m.

\$65 CSDA member \$95 Non-member

When 1/30/2018 10:00 AM - 11:30 AM

Webinar: Developing/Implementing Records Retention Schedule

Presenter: Emilie Costan, City of Sacramento

This session will cover the various components of a Records Retention Schedule and provide you with practical tips for developing, implementing, and maintaining a retention schedule that works for your organization. In this session, you will learn how to simplify the records retention process and increase compliance in your Records Management Program.

10:00 a.m. - 12:00 p.m.

\$65 CSDA member \$95 Non-Member

When 2/1/2018 10:00 AM - 12:00 PM

Innovyze –

Advanced Modeling with InfoWater

Monrovia, CA - February 1-2, 2018

Innovyze is pleased to bring you the most comprehensive and relevant network modeling training course of its kind. The objectives of this course are to provide hydraulic engineers with a step-by-step, best-practice approach for developing a sound water system master plan by utilizing the latest techniques in GIS data manipulation for hydraulic model construction, analysis, and calibration. This course covers many aspects of water system master-planning activities including: a master planning overview, creating a hydraulic model, modeling wells and VFD's, establishing planning and design criteria; utilizing advanced GIS modeling tools, interfacing with GIS Departments, use of extensive GIS data sets and network skeletonization, conducting a demand analysis and allocating network demands; calibration of a hydraulic model using fire flow tests, protecting water systems during breakdown and isolation events, and the need and importance of a Capital Improvement Program (CIP). The course is taught by hydraulic modeling and GIS experts who have years of practical master planning experience. In addition to the previously mentioned topics, the engineer will be introduced to Innovyze's extensive suite of add-on modules including Skeletonizer, Allocator, & Calibrator.

Learning to proficiently use your hydraulic model and to acquire a broad-based knowledge of advanced master planning topics is just one of the many goals of the course and several hands-on, "real-world" examples will be modeled by course participants. Such capabilities will greatly assist engineers in creating reliable network models and in making informed decisions to ensure that accurate CIP costs are realized. The software tools provided by Innovyze will directly assist in the overall planning scheme for any utility, including maximized GIS integration efforts, improved demand allocation and forecasting, and optimized calibration efforts for system flows, tank levels, and fireflow demands.

The student will leave the course with a clear picture of how to complete a successful water system master plan. Students will also learn the latest advances in GIS integration and automation using our hydraulic model interface. Network updating will be streamlined and the bottom-line will be achieved with optimal calibration techniques and data accessibility. Classes are held regularly at Portland, Oregon, Broomfield, Colorado and Monrovia, CA (all have excellent facilities). We can also arrange to conduct the class at your own location.

Course Agenda

- Master Planning
- Modeling Wells and VSP/ FPP Analysis
- GIS Integration vs. Skeletonization
- Demand Allocation
- Hydraulic and Water Quality Calibration
- Optimization of Operational Control Scheduler
- Water Security Planning Protector
- InfoWater Designer
- Valve Criticality Assessment (VCM)
- Pressure Zone Manager (PZM)

Accreditation

Innovyze has been accredited as an Authorized Provider by the International Association for Continuing Education and Training (IACET). In obtaining this accreditation, Innovyze has demonstrated that it complies with the ANSI/IACET Standard which is recognized internationally as a standard of good practice. As a result of their Authorized Provider status, Innovyze is authorized to offer IACET CEUs for its programs that qualify under the ANSI/IACET Standard.

Registration Fee

\$2,000.00 (includes training materials) A \$200.00 discount applies when attending the preceding H2ONET Analyzer, H2OMAP Water or InfoWater training course.Additional registrants from the same company location are discounted 50% for the same course.

Contact Information

Phone: 1-626-568-6868 ; 1-303-533-1942 E-mail: <u>sales-americas@innovyze.com</u>; <u>Audra.Agajanian@innovyze.com</u>

2018 Special District Leadership Academy La Quinta

Comprehensive Governance Leadership Conferences for Elected and Appointed Directors/Trustees. First time attendee track only at this location. Attendees must attend all conference sessions to receive their certificate at the conclusion of the conference.

Schedule:

Sunday, February 4, 2018

5:30 - 7:00 p.m. Registration and Networking Reception

Monday, February 5, 2018

8:30 - 10:00 a.m. Building a Foundation for Good Governance

10:00 - 10:30 a.m. Break

10:30 a.m. - 12:30 p.m. Building a Foundation

for Good Governance (continued)

12:30 - 1:30 p.m. Lunch provided (all attendees)

1:45 - 3:00 p.m. Fulfilling Your District's Mission:

Charting the Course

3:00 - 3:30 p.m. Break

3:30 - 4:30 p.m. Fulfilling Your District's Mission:

Charting the Course (continued)

5:30 - 7:00 p.m. Sip and Savor Evening

Reception

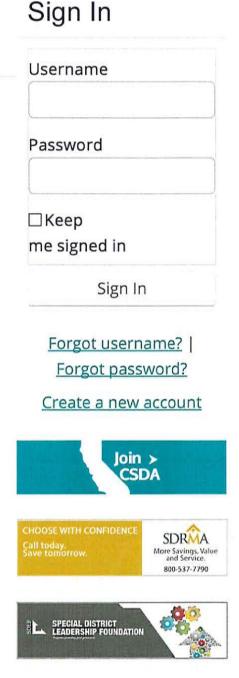
Tuesday, February 6, 2018

8:30 - 10:00 a.m. Defining Board/Staff Roles and

Relationships

10:00 - 10:30 a.m. Break

10:30 - 12:00 p.m. Defining Board / Staff Roles



and Relationships (continued) 12:00 - 1:00 p.m. Lunch provided (all attendees) 1:15 - 2:45 p.m. Get the Word Out! Best Practices for Communication and Outreach 2:45 - 3:00 p.m. Break 3:00 - 4:00 p.m. Get the Word Out! Best Practices for Communication and Outreach (continued) **Open Evening** Wednesday, February 7, 2018 8:30 - 10:00 a.m. Show Me the Money! What Do Board Members Need to Know about District Finances? 10:00 - 10:15 a.m. Break 10:15 a.m. -12:00 p.m. Show Me the Money! What Do Board Members Need to Know about **District Finances?** (continued) 12:00 p.m. Graduation Certificate Distribution -First Time Attendees must attend all sessions in order to receive their certificate at the conclusion of the conference.

HOTEL ROOM RESERVATIONS: Room reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 760-777-1711 and using the group code CSD. This location also offers complimentary selfparking. The room reservation cut-off is January 14, 2018, however, space is limited and may sell out before this date. <u>Click here</u> to make your hotel reservation.

EARLY BIRD DISCOUNT: The early bird discount for this location requires registration on or before Friday, January 5, 2018. Cancellations must be in writing and received by CSDA no later than January 22, 2018 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after January 22, 2018. Substitutions are acceptable and must be done in writing no later than February 1, 2018 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.

Click here to view the conference brochure.

When 2/4/2018 5:30 PM - 2/7/2018 12:00 PM

Where Embassy Suites - La Quinta 50-777 Santa Rosa Plaza La Quinta 92253

Program Options



2018 Special District Leadership Academy Monterey

Comprehensive Governance Leadership Conferences for Elected and Appointed Directors/Trustees. First time attendee or returning attendee track available at this location. First time attendees must attend all conference sessions to receive their certificate at the conclusion of the conference.

First Time Attendee Schedule:

Sunday, April 15, 2018

5:30 - 7:00 p.m. Registration and Networking Reception

Monday, April 16, 2018

8:30 - 10:00 a.m. Building a Foundation for

Good Governance

10:00 - 10:30 a.m. Break

10:30 a.m. - 12:30 p.m. Building a Foundation

for Good Governance (continued)

12:30 - 1:30 p.m. Lunch provided (all attendees)

1:45 - 3:00 p.m. Fulfilling Your District's Mission:

Charting the Course

3:00 - 3:30 p.m. Break

3:30 - 4:30 p.m. Fulfilling Your District's Mission:

Charting the Course (continued)

5:30 - 7:00 p.m. Sip and Savor Evening

Reception

Tuesday, April 17, 2018

8:30 - 10:00 a.m. Defining Board/Staff Roles and

Relationships

10:00 - 10:30 a.m. Break

10:30 - 12:00 p.m. Defining Board / Staff Roles and Relationships (continued) 12:00 - 1:00 p.m. Lunch provided (all attendees) 1:15 - 2:45 p.m. Get the Word Out! Best Practices for Communication and Outreach 2:45 - 3:00 p.m. Break 3:00 - 4:00 p.m. Get the Word Out! Best Practices for Communication and Outreach (continued) **Open Evening** Wednesday, April 18, 2018 8:30 - 10:00 a.m. Show Me the Money! What Do Board Members Need to Know about District Finances? 10:00 - 10:15 a.m. Break 10:15 a.m. -12:00 p.m. Show Me the Money! What Do Board Members Need to Know about **District Finances?** (continued) 12:00 p.m. Graduation Certificate Distribution – First Time Attendees must attend all sessions in order to receive their certificate at the conclusion of the conference. See brochure for Returning Attendee schedule details. Returning attendee sessions end at 4:00 p.m. on Tuesday, April 17, 2018.

HOTEL ROOM RESERVATIONS: Room

reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 1-800-EMBASSY and using the group code CS8. The room reservation cut-off is March 16, 2018, however, space is limited and may sell out before this date. <u>Click here</u> to make your hotel reservation. EARLY BIRD DISCOUNT: The early bird discount for this location requires registration on or before Friday, March 16, 2018.

Cancellations must be in writing and received by CSDA no later than April 3, 2018 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after April 3, 2018. Substitutions are acceptable and must be done in writing no later than April 12, 2018 at 5:00 p.m. Please submit any cancellation notice or substitution requests to <u>meganh@csda.net</u> or fax to 916-520-2465.

<u>Click here</u> to view the conference brochure.

When 4/15/2018 5:30 PM - 4/18/2018 12:00 PM

Where

Embassy Suites Monterey

Bay-Seaside 1441 Canyon Del Rey Seaside 93955

Program Options

Sunday, 15 April 2018

Luncheon Sponsor

To include tabletop display, individual signage at luncheon, verbal acknowledgement from the stage immediately prior to lunch.

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2018 Special District Leadership Academy Napa

Comprehensive Governance Leadership Conferences for Elected and Appointed Directors/Trustees. First time attendee track only at this location. Attendees must attend all conference sessions to receive their certificate at the conclusion of the conference.

Schedule:

Sunday, July 8, 2018

5:30 - 7:00 p.m. Registration and Networking

Reception

Monday, July 9, 2018

8:30 - 10:00 a.m. Building a Foundation for

Good Governance

10:00 - 10:30 a.m. Break

10:30 a.m. - 12:30 p.m. Building a Foundation

for Good Governance (continued)

12:30 - 1:30 p.m. Lunch provided (all attendees)

1:45 - 3:00 p.m. Fulfilling Your District's Mission:

Charting the Course

3:00 - 3:30 p.m. Break

3:30 - 4:30 p.m. Fulfilling Your District's Mission:

Charting the Course (continued)

5:30 - 7:00 p.m. Sip and Savor Evening

Reception

Tuesday, July 10, 2018

8:30 - 10:00 a.m. Defining Board/Staff Roles and

Relationships

10:00 - 10:30 a.m. Break

10:30 - 12:00 p.m. Defining Board / Staff Roles

and Relationships (continued) 12:00 - 1:00 p.m. Lunch provided (all attendees) 1:15 - 2:45 p.m. Get the Word Out! Best Practices for Communication and Outreach 2:45 - 3:00 p.m. Break 3:00 - 4:00 p.m. Get the Word Out! Best Practices for Communication and Outreach (continued) **Open Evening** Wednesday, July 11, 2018 8:30 - 10:00 a.m. Show Me the Money! What Do Board Members Need to Know about District Finances? 10:00 - 10:15 a.m. Break 10:15 a.m. -12:00 p.m. Show Me the Money! What Do Board Members Need to Know about District Finances? (continued) 12:00 p.m. Graduation Certificate Distribution -First Time Attendees must attend all sessions in order to receive their certificate at the conclusion of the conference.

HOTEL ROOM RESERVATIONS: Room reservations are available at CSDA rate of \$184 plus tax, single or double occupancy by calling 1-800-HILTONS and using the group code CPD. The room reservation cut-off is June 8, 2018, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT: The early bird discount for this location requires registration on or before Friday, June 8, 2018.

Cancellations must be in writing and received by

CSDA no later than June 25, 2018 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after June 25, 2018. Substitutions are acceptable and must be done in writing no later than July 5, 2018 at 5:00 p.m. Please submit any cancellation notice or substitution requests to <u>meganh@csda.net</u> or fax to 916-520-2465.

<u>Click here</u> to view the conference brochure.

- When 7/8/2018 5:30 PM 7/11/2018 12:00 PM
- Where Embassy Suites Napa Valley 1075 California Blvd Napa 94559

Program Options

Sunday, 08 July 2018

Luncheon Sponsor

To include tabletop display, individual signage at luncheon, verbal acknowledgement from the stage immediately prior to lunch.

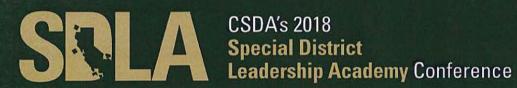
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7/8/2018

Reception Sponsor

GOVERNANCE LEADERSHIP TRAINING

ACHIEVING DISTRICT GOALS... TOGETHER.



A Comprehensive Governance Leadership Conference for Elected and Appointed Directors/Trustees.





Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

Local boards are the reason why local control is local. Special district boards are the voices of the community and they are also a large reason why special districts exist.

The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table. 8

Three locations throughout the state.

Early bird

discound





SDLA Conference is presented by CSDA and co-sponsored by SDRMA.





February 4 – 7, 2018 Embassy Suites La Quinta 55-777 Santa Rosa Plaza La Quinta, CA 92253

ROOM RESERVATIONS Room reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 760-777-1711 and using the group code CSD. This location also offers complimentary self-parking. The room reservation cut-off is January 14, 2018, however, space is limited and may sell out before this date.



EARLY BIRD DISCOUNT The early bird discount for this location requires

registration on or before Friday, January 5, 2018.

Credit Incentive Points

Cancellations must be in writing and received by CSDA no later than January 22, 2018 at 5:00 p.m. Substitutions are acceptable and must be done in writing no later than February 1, 2018 at 5:00 p.m.*



April 15 – 18, 2018 Embassy Suites Monterey – Seaside 1441 Canyon Del Rey Seaside, CA 93955

ROOM RESERVATIONS ' Room reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 1-800-EMBASSY and using the group code CS8. The room reservation cut-off is March 16, 2018, however, space is limited and may sell out before this date.



EARLY BIRD DISCOUNT The early bird discount for this location requires on or before

registration on or before Friday, March 16, 2018.

Cancellations must be in writing and received by CSDA no later than April 3, 2018 at 5:00 p.m. Substitutions are acceptable and must be done in writing no later than April 12, 2018 at 5:00 p.m.*



Returning Attendee track only at this location!



Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses and positively impact the overall cost of property/ liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference reducing SDRMA member's annual contribution amount.

*Important Cancellation Information

All cancellations received by the date indicated for that particular conference and location will be refunded less a \$75 cancellation fee.There will be no refunds or cancellations made after the date as specified per location. Please submit any cancellation notice or substitution requests to meganh@csda.net or fax to 916-520-2465.



July 8 – 11, 2018 Embassy Suites Napa Valley 1075 California Blvd! Napa, CA 94559

ROOM RESERVATIONS Room reservations are available at CSDA rate of \$184 plus tax, single or double occupancy by calling 1-800-HILTONS and using the group code CPD. The room reservation cut-off is June 8, 2018, however, space is limited and may sell out before this date.



EARLY BIRD DISCOUNT The early bird discount for this location requires n on or before

registration on or before Friday, June 8, 2018.

Cancellations must be in writing and received by CSDA no later than June 25, 2018 at 5:00 p.m. Substitutions are acceptable and must be done in writing no later than July 5, 2018 at 5:00 p.m. *



Sunday

5:30 - 7:00 p.m.

REGISTRATION AND NETWORKING RECEPTION

Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

Monday

8:30 a.m. – 12:30 p.m. (Break from 10:00 - 10:30 a.m.) BUILDING A FOUNDATION FOR GOOD GOVERNANCE

This session covers Module 1 of the SDLA: Governance Foundations. In this informational session, the instructor will lay the ground work for good governance in your district. Attendees will discover:

- Why good governance is so important to the overall well-being of the district.
- · The traits of effective board members.
- What good governance means and how to effectively put it into practice.
- How to move your board from "I" to "we," including how to become an effective team, establish team standards, and essential conditions for team building.

12:30 – 1:30 p.m. LUNCH PROVIDED (all attendees)

1:45 – 4:30 p.m. (Break from 3:00 - 3:30 p.m.) FULFILLING YOUR DISTRICT'S MISSION: CHARTING THE COURSE

This session covers Module 2 of the SDLA: Setting Direction/Community Leadership.

This session will highlight the importance of setting the direction for your district. Learn the critical components of direction setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values and strategic goals and how to communicate those objectives to your constituents.

SDRMA 5:30 – 7:00 p.m. SIP AND SAVOR EVENING RECEP

SIP AND SAVOR EVENING RECEPTION

Sponsored by the Special District Risk Management Authority (SDRMA) Join us for an evening of networking and refreshments.

Tuesday

8:30 a.m. – 12:00 p.m. (Break from 10:00 - 10:30 a.m.) DEFINING BOARD/STAFF ROLES AND RELATIONSHIPS

This session covers Module 4 of the SDLA: Board's Role in Human Resources

This conference session will teach participants how to determine the Human Resource health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources.
- Recognizing HR red flags and positive indicators.
- Developing and maintaining essential HR policies.
- Covering confidentiality and legal liabilities.
- Evaluating the general manager.

12:00 – 1:00 p.m. LUNCH PROVIDED (all attendees)

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1:15 - 4:00 p.m.

(Break from 2:45 - 3:00 p.m.) GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH

This session covers Module 2 of the

SDLA: Setting Direction/Community Leadership.

This session looks at common communication breakdowns and areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- · Identifying audiences.
- · Responding to public input.
- · Media relations.
- · Legislative outreach and advocacy.

OPEN EVENING



Wednesday

8:30 a.m. – 12:00 p.m. (Break from 10:00 - 10:15 a.m.) SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?

This session covers Module 3 of the SDLA: Board's Role in Finance and Fiscal Accountability.

This session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts. Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

12:00 – 12:30 p.m. GRADUATION CERTIFICATE DISTRIBUTION

First Time Attendees must attend all sessions in order to receive their certificate at the conclusion of the conference.

SUBJECT TO MINOR CHANGES BASED ON INSTRUCTORS AND LOCATIONS



Don't miss the Sip and Savor evening reception on Monday night. Sponsored by SDRMA. "The workshop on Setting Direction/Community Leadership was outstanding. The Leadership Academy should be a requirement for all new board members."

- Dave Kulchin, Board Member, Leucadia Wastewater District



Two evening receptions are offered as great networking opportunities.



WORKING AS A TEAM: THE ROLES OF THE BOARD AND STAFF IN YOUR DISTRICT.

ATTRIBUTES AND CHARACTERISTICS OF HIGHLY EFFECTIVE BOARDS.

HOW CULTURE, NORMS, VALUES, AND OPERATING STYLES INFLUENCE THE DISTRICT.

SPECIFIC JOBS THAT THE BOARD MUST PERFORM.

HOW INDIVIDUAL VALUES, SKILLS, AND KNOWLEDGE HELP TO SHAPE HOW EFFECTIVE BOARDS OPERATE.

THE IMPORTANCE OF MOVING FROM "I" TO "WE" AS THE GOVERNANCE TEAM.

THE BOARD'S ROLE IN SETTING DIRECTION FOR THE DISTRICT.

> THE BOARD'S ROLE IN FINANCE AND FISCAL ACCOUNTABILITY.

> > AND MUCH MORE!



1/2

Sunday - April 15, 2018

5:30 – 7:00 p.m. **REGISTRATION AND NETWORKING RECEPTION** Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

Monday - April 16, 2018

8:30 – 10:00 a.m. THE INTRICACIES OF RUNNING A PUBLIC MEETING: DEEP DIVE INTO THE BROWN ACT

Anne Collins, Lozano Smith

Conducting the district's business in public can be convoluted and tricky. It requires district staff, general managers, and board members to strictly adhere to ever-changing laws, impacting meetings, communications, timelines and use of technology. This workshop will use entertaining hypotheticals to engage participants, letting them dive deep into the Brown Act - all designed to help attendees stay in compliance and effectively run board meetings. Newly elected and experienced board members alike will be equipped with the tools needed to avoid falling into Brown Act traps. Key focus areas: closed sessions, public comments, serial meetings, agendas, voting and quorums, e-communications, and public records.

10:00 – 10:30 a.m. BREAK (all attendees)

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10:30 a.m. – 12:30 p.m. HARASSMENT PREVENTION FOR BOARD MEMBERS

Kelly Trainer and Traci Park, Burke, Williams & Sorensen, LLP

AB 1661 makes sexual harassment prevention training mandatory for officials receiving any compensation. This legislation requires employers to ensure that all officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1661 compliance training for special districts with this breakout.

12:30 – 1:30 p.m. LUNCH PROVIDED (all attendees)

1:45 – 3:00 p.m. HOW YOUR BOARD CAN SET CLEAR DIRECTION AND BUILD YOUR DISTRICT'S FUTURE AROUND ITS CORE PRIORITIES

Martin Rauch, Rauch Communication Consultants

Whether you call it identifying priorities, building consensus or strategic planning, every board should map out clear direction around the district's core priorities. Setting direction and clear priorities is a core board responsibility that will guide your district to resolve key challenges and take advantage of important opportunities. This session will provide examples and tips on how the best districts develop and implement core priorities. There will be opportunities for questions, answers and engagement among the participants and the seminar leader.



3:00 – 3:30 p.m. BREAK (all attendees)

3:30 – 4:30 p.m. GOVERNANCE BEST PRACTICES Dennis Timoney, Special District Risk Management Authority (SDRMA)

This session will discuss the board's role in the governance of a special district. Using California Community Services District Law as a template we will examine the "duties" of the board and provide a job description. Samples of various public agency board member manuals will be presented to discuss how the issues and responsibilities of governance and operations are defined. The presenter will also examine Brown Act and ethics related issues that have been identified in various Grand Jury reports recently released to the public.



5:30 – 7:00 p.m. SIP AND SAVOR EVENING RECEPTION

Sponsored by the Special District Risk Management Authority (SDRMA) Join us for an evening of networking and refreshments.



RETURNING ATTENDEE SCHEDULE - MONTEREY LOCATION ONLY



Tuesday - April 17, 2018

8:30 - 10:00 a.m.

SAY WHAT?!? SPEAKING PLAINLY THROUGH POLICY Brent Ives, BHI Management Consulting

This session outlines the critical nature and importance of making long-lasting and meaningful policy as a board. Good policy is the most professional expression of a great board and agency. Yet special districts struggle with what policy means and how to make and use them. Brent lves, recognized organizational consultant to special districts in California on policy and planning, will bring his years of experience as a consultant and his long tenure as Mayor and Council member of the City of Tracy to this critically important topic. In Brent's words, "Making good policy moves our board to the highest level of performance"

10:00 – 10:30 a.m. BREAK (all attendees)

10:30 a.m. – 12:00 p.m. CONDUCTING EFFECTIVE GENERAL MANAGER EVALUATIONS: KEYS TO SUCCESS Richard Pio Roda, Meyers Nave

The general manager's performance is critical to the success of every special district. The selection, development, and retention of the right GM charged with leading the organization toward its strategic goals is of primary importance to the board. Every governing body has among its primary responsibilities a thorough and professional evaluation of its GM through the use of effective tools that enable honest feedback and incorporate performance objectives and measures. The performance review process can be most effective when it goes beyond measuring performance and incorporates goal-setting, sets expectations, provides for open dialogue, and has in place defined accountability standards. This session will give participants the tools to conduct effective general manager evaluations that will help ensure that both the board and the GM are aligned on the direction and goals of their organization.

12:00 – 1:00 p.m. LUNCH PROVIDED (all attendees)

1:15 – 2:45 p.m. LEVERAGING YOUR STATE AND FEDERAL RELATIONSHIPS Christopher Townsend, Townsend Public Affairs

The course will provide members with an overview on how to best leverage federal and state advocacy trips to Washington, DC and Sacramento. The focus will be on proper preparation, building and maintaining relationships, creation of advocacy materials and leveraging follow up from the advocacy trips. The course will educate board members on the importance of interfacing with their representatives so that they can better promote and advance their legislative platforms and funding agendas. This will include a discussion on how to: schedule meetings with relevant legislators, strategize on the talking points and agendas of the meetings, prepare the offices before the meetings take place, effectively advocate during the sessions with legislators, and handle all follow up generated by the meetings. The instructor will provide guidance on how to best select trip dates and how to handle each step of the advocacy trip process. The instructor will also provide an outline on how to best leverage these trips so that relationships are developed and sustained well beyond the meetings.

2:45 – 3:00 p.m. BREAK (all attendees)

3:00 – 4:00 p.m. FRAUD DETECTION AND PREVENTION FOR BOARD MEMBERS

Justin Williams, Mann, Urrutia, Nelson, CPAs and Associates, LLP

Discovering fraud in your organization can be devastating. It can cost your organization time, money and loss of public trust. We will review common fraud schemes and demonstrate how to develop procedures to prevent and detect fraud. This presentation will give you the tools to help you ensure you have the proper controls and processes in place to help mitigate fraud risk in your organization.

4:00 p.m. CONFERENCE ENDS FOR RETURNING ATTENDEES



Three Ways to Register

- · Register online by visiting the Special District Leadership Academy Conference website at leadershipacademy.csda.net.
- · Fax number: 916-520-2465. All faxed registration forms must include credit card payment.
- · Mail: CSDA, 1112 | Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment. Checks should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cathrine Lemaire at cathrinel@csda.net or call toll-free at the number listed above.



Name/Title:					
District:					
Address:					
City:			State: Zip:		
Phone:			Fax:		
Member Non-Member			Email:		
Emergency Contact - Name & Phor	ie:				
WHICH CONFERENCE WILL YOU BE	ATTENDING?	The second s		State State State State	and an interesting
FEBRUARY 4-7, 2018 - LA QUINT EARLY BIRD DISCOUNT: JANUA	ΓA	APRIL 15-18, 2018 - MON EARLY BIRD DISCOUNT:		JULY 8-11, 2018 - NAPA EARLY BIRD DISCOUNT: J	UNE 8
CSDA Member Non-Member	\$600 \$900	CSDA Member Non-Member	\$600 \$900	CSDA Member	\$600 \$900
AFTER JANUARY 5 CSDA Member Non-Member	\$650 \$975	AFTER MARCH 16 CSDA Member Non-Member	\$650 \$975	AFTER JUNE 8 CSDA Member Non-Member	\$650 \$975
	_				
SEND MORE - SAVE MOREL SPECIAL DISCOUNTED PRICING! ADDITIONAL ATTENDEE FROM THE SAME DISTRICT BEFORE EARLY BIRD DISCOUNT CSDA Member \$400 Non-Member			ADDITIONAL ATTENDEE FROM THE SAME DISTRICT AFTER EARLY BIRD DISCOUNT CSDA Member \$450 Non-Member \$675		
Payment					
Check Visa MasterCard Discover American Express					
Acct. Name: Acct. Number:					
Expiration Date:			Authorized Signature:		
Special needs					
Uvegetarian Other:					

Webinar: Successful Strategies for Utilizing Debt

Presenter: CSDA Finance Corp.

Debt is not necessarily a four-letter word. Borrowing funds for mission-critical infrastructure can be a valuable strategy for protecting cash reserves while achieving your district's goals. Consultants from the CSDA Finance Corporation discuss ways to take advantage of low interest rates, including utilizing various financing structures, and refinancing of existing debt to save money in the long-term. Time will be allowed for Q&A.

10:00 - 11:00 a.m.

Free, Sponsored by CSDAFC

When 2/9/2018 10:00 AM - 11:00 AM

PALMDALE CHAMBER OF COMMERCE

77th Annual INSTALLATION GALA

Who Dunnit? A Murder Mystery...

Come Join Us. Feb. 9th, 2018 6:00pm at the Rancho Vista Golf Club for the 77th Annual Installation Gala

where we will install our 2018 Board of Directors and thank those who made 2017 great!



Tickets and Sponsorships Available Now, Contact the Palmdale Chamber office at 661-273-3232

https://lh3.googleusercontent.com/6apAnXogCmzu8nOGaf8U32KRsgXyTA-n22ZqbQ8X9... 1/2/2018

Palmdale Chamber of Commerce 77th Annual Installation Gala February 9th 2018 Sponsorship & Advertising Agreement



Sponsorship Levels	Diamond \$1000.00	Gold \$500.00	Silver \$250	
Ad in Event Program Book	Full Page	1/2 Page	Business Card	
Admission to Banquet	1 Table (10)	4	2	
Listing in the Program Book	Х	X	X	
Basket Auction Tickets	40	20	10	

Program Book Advertising Opportunities	Size	Cost
Business Card Ad	3.5" x 2"	\$50.00
Half Page Ad	4"L x 5"W	\$150.00
Full Page Ad	8"L x 5"W	\$250.00

Please fill out the following form and return it to the Palmdale Chamber Office. Email to pcc@palmdalechamber.org or Mail to 817 East Ave. Q-9, Palmdale, CA 93550

Name:	Business:	
Phone #:	E-mail:	

Address:_____Zip____

Sponsorship Level: ______Program Book Ad: _____

Please send artwork to pcc@palmdalechamber.org Artwork preferred format: jpg

Sponsorship deadline for pre-event advertising Friday, February 2nd, 2018

Payment Method (Please remit with form)

Cash:	Check:_	Please make c	heck payable to <u>Palmdal</u>	e Chamber of Commerce
Send an Invo	oice:	_Credit Card:	(AMEX, Discover,	MasterCard or Visa)
Signature:				
Name on Credit Co	n see jarge enne			Exp. Date:
CVV Code: (last 3 digits on the back of the card)		the card)	Billing Zip Code:	
Palmdale Chamber of Commerce (661) 273-3232 Fax (661) 273-8508		817 E. Avenue Q-9, Palmdale, CA 93550 www.palmdalechamber.org		

Ethics AB1234 Compliance Training

Presenter: Rachel Richman, Burke Williams & Sorensen

This two-hour workshop covers general ethics principles and state laws related to: personal gain by public servants, conflict of interest, bribery and nepotism. Gift, travel, and mass mailing restrictions. Honoraria, financial interest disclosure and competitive bidding. Prohibitions on the use of public resources for personal or political purposes. The Brown Act Open meeting law. The Public Records Act.

\$25 CSDA member \$40 Non-member

AGENDA:

9:00 – 9:30 a.m. Registration 9:30 – 10:00 a.m. Grassroots Outreach and Legislative Updates for Special Districts 10:00 a.m. – 12:00 p.m. Professional Development Ethics Program (with Q&A) 12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts Alliance When 2/13/2018 9:00 AM - 1:00 PM

Where Fresno Irrigation District 2907 S Maple Avenue Fresno 93725

Ethics AB1234 Compliance Training

Presenter: Frances Rogers, Liebert Cassidy Whitmore

This two-hour workshop covers general ethics principles and state laws related to: personal gain by public servants, conflict of interest, bribery and nepotism. Gift, travel, and mass mailing restrictions. Honoraria, financial interest disclosure and competitive bidding. Prohibitions on the use of public resources for personal or political purposes. The Brown Act Open meeting law. The Public Records Act.

\$25 CSDA member \$40 Non-member

AGENDA:

9:00 – 9:30 a.m. Registration
9:30 – 10:00 a.m. Grassroots Outreach and
Legislative Updates for Special Districts
10:00 a.m. – 12:00 p.m. Professional
Development Ethics Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch
sponsored by the California Special Districts
Alliance

When 2/15/2018 9:00 AM - 1:00 PM

Where

Vista Irrigation District 1391 Engineer Street Vista 92081

Ethics AB1234 Compliance Training

Presenter: Whitney McDonald, Richards Watson Gershon

This two-hour workshop covers general ethics principles and state laws related to: personal gain by public servants, conflict of interest, bribery and nepotism. Gift, travel, and mass mailing restrictions. Honoraria, financial interest disclosure and competitive bidding. Prohibitions on the use of public resources for personal or political purposes. The Brown Act Open meeting law. The Public Records Act.

\$25 CSDA member \$40 Non-member

AGENDA:

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Legislative Updates for Special Districts
10:00 a.m. – 12:00 p.m. Professional
Development Ethics Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch
sponsored by the California Special Districts
Alliance

When 2/22/2018 9:00 AM - 1:00 PM

Where

Pebble Beach Community Services District 3101 Forest Lake Road Pebble Beach 93953

Ethics AB1234 Compliance Training

Presenter: Meyers Nave

This two-hour workshop covers general ethics principles and state laws related to: personal gain by public servants, conflict of interest, bribery and nepotism. Gift, travel, and mass mailing restrictions. Honoraria, financial interest disclosure and competitive bidding. Prohibitions on the use of public resources for personal or political purposes. The Brown Act Open meeting law. The Public Records Act.

\$25 CSDA member \$40 Non-member

AGENDA:

9:00 – 9:30 a.m. Registration 9:30 – 10:00 a.m. Grassroots Outreach and Legislative Updates for Special Districts 10:00 a.m. – 12:00 p.m. Professional Development Ethics Program (with Q&A) 12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts Alliance

When 3/7/2018 9:00 AM - 1:00 PM

Where Bel Marin Keys Community Services District 4 Montego Key Novato 94949

Ethics AB1234 Compliance Training

Presenter: Gary Bell, Colantuomo Highsmith Whatley

This two-hour workshop covers general ethics principles and state laws related to: personal gain by public servants, conflict of interest, bribery and nepotism. Gift, travel, and mass mailing restrictions. Honoraria, financial interest disclosure and competitive bidding. Prohibitions on the use of public resources for personal or political purposes. The Brown Act Open meeting law. The Public Records Act.

\$25 CSDA member \$40 Non-member

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9:00 – 9:30 a.m. Registration
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10:00 a.m. – 12:00 p.m. Professional
Development Ethics Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts
Alliance

When 4/4/2018 9:00 AM - 1:00 PM

Where

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Amador Water Agency 12800 Ridge Road Sutter Creek 95685

Ethics AB1234 Compliance Training

Presenter: Churchwell White

This two-hour workshop covers general ethics principles and state laws related to: personal gain by public servants, conflict of interest, bribery and nepotism. Gift, travel, and mass mailing restrictions. Honoraria, financial interest disclosure and competitive bidding. Prohibitions on the use of public resources for personal or political purposes. The Brown Act Open meeting law. The Public Records Act.

\$25 CSDA member \$40 Non-member

AGENDA:

9:00 – 9:30 a.m. Registration 9:30 – 10:00 a.m. Grassroots Outreach and Legislative Updates for Special Districts 10:00 a.m. – 12:00 p.m. Professional Development Ethics Program (with Q&A) 12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts Alliance

When 4/9/2018 9:00 AM - 1:00 PM

Where Lassen Library District 1618 Main Street Susanville 96130

Webinar: Making Connections in CSDA's Online Communities

Presenter: Cathrine Lemaire, CSDA

Discuss ideas, find solutions, and build relationships by engaging in CSDA's new online communities. Here's how!

10:00 - 11:00 a.m.

Free

When 2/16/2018

Webinar: Annual Employment Law Update

Presenter: Gage Dungy, Liebert Cassidy Whitmore

This presentation will identify and discuss the most recent laws and court decisions impacting special districts over the past year, how the new laws and decisions impact managers and supervisors, and what your district should know in order to navigate this changing landscape. We will also cover best practices to help you apply necessary changes and anticipate emerging new trends in labor and employment law before problems can arise.

10:00 am - 12:00 pm

Free SDRMA member \$65 CSDA member \$95 Nonmember

When 2/21/2018 10:00 AM - 12:00 PM

Foundation Event | February 22, 2018

WATER 101 WORKSHOP: THE BASICS AND BEYOND INCLUDES OPTIONAL DELTA TOUR THE NEXT DAY

One of our most popular events, Water 101 details the history, geography, legal and political facets of water in California as well as hot topics currently facing the state.

Taught by some of the leading policy and legal experts in the state, the one-day workshop gives attendees a deeper understanding of the state's most precious natural resource.

New for 2018: Optional Tour of the Delta

Jump aboard the bus the next day to visit the Sacramento-San Joaquin Delta, a 720,000-acre network of islands and canals that supports the state's water system and is California's most crucial water and ecological resource.

CLICK AND REGISTER Eventbrite

The annual workshop, to be held at McGeorge School of Law in Sacramento, will be beneficial to water resource industry staff, engineering and environmental firm personnel, city council members, county supervisors, legislators, legislative staff, press, advocates, attorneys, stakeholders, environmentalists, public interest organizations and water district directors.

What attendees say about our Water 101 Workshop:

"Great workshop. Loved it! Learned a lot and I feel inspired."

"Outstanding in all aspects. Great job done by everyone."

"You folks put on phenomenal events: Well thought-out agenda, logical order, fantastic speakers, and ample breaks/networking opportunities."

Educational sessions during the workshop will include:

- · History and geography of California water
- Groundwater & other critical areas of concern
- The legal and institutional management framework
- A focused session on the Delta, the hub of California's water system
- Water use and demand
- Water rights

Delta tour details:

On Day 2, we will travel along the Sacramento River into the heart of the Delta as expert water managers and engineers guide us through this unique ecosystem.

The tour will make several stops to view water intake facilities, levees, restoration projects and more, with each visit guided by the professionals managing the respective projects. Our tour will culminate with a tour of the fish screens and pumps at Clifton Court Forebay, a key component of the State Water Project and the Central Valley Project.



Location:

The Feb. 22 workshop will be held at McGeorge School of Law in **Classroom C**. The address for the campus is 3200 5th Ave, Sacramento, CA, 95817

See/download map on upper right of this webpage for location of Classroom C on the campus.

Pickup for the Delta Tour on Feb. 23 will be at a parking lot on the law school campus.

Cost/Refund Policy:

Feb. 22 Workshop Only: \$225 and includes lunch, coffee breaks and materials.

Feb. 22 Workshop and Delta Tour (Feb. 23): \$400 and includes lunch on the first day, coffee breaks and materials. During the tour, it includes includes lunch, snacks, drinks and materials.

Last day to cancel for a full refund is February 8, 2018. Substitutions can be made three days prior to event.

Webinar: Understanding Board Member & District Liability

Having a complete understanding of the potential liability issues in your district can prevent problems in the future and even assist with efficiency and communication protocols. This webinar is a discussion of the legal role of the Board in the management and operation of a public agency and the role of individual Board members acting within the course and scope of their official duties.

One of the webinar options for the Board Secretary/Clerk Certificate program.

10:00 - 11:30 a.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 2/27/2018 10:00 AM - 11:30 AM

ACWA DC2018 – ANNUAL WASHINGTON D.C. CONFERENCE

WHEN

February 27 THRU March 1 8:00 am – 6:00 pm

🛱 Add to Calendar

LOCATION

St. Regis Hotel, 923 16th Street NW, Washington, DC 20006

Get Directions

ACCOMMODATIONS

St. Regis Hotel 923 16th Street NW Washington, DC 20006 **COST** \$690 Member Pre-Registration Fee

\$965 Non-Member Pre-Registration Fee

deadline Feb. 9, 2018

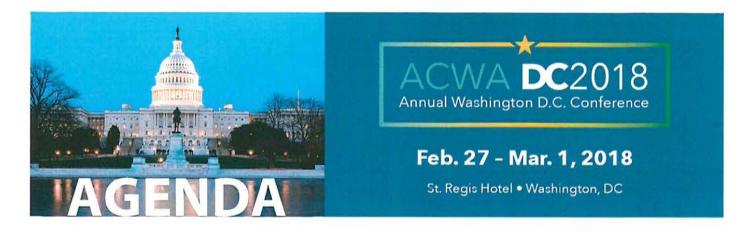
ACWA's 2018 Annual Washington D.C. Conference will take place February 27 – March 1, 2018 at the St. Regis Hotel in Washington, D.C.

Why Attend?

Learn firsthand about next year's priorities of Congress and the Trump administration. Get the latest on infrastructure legislation, 2018 budget and funding for your programs of interest. Meet and join fellow Water Agencies to show the importance of California water issues. Be in DC early to better develop your federal legislative and regulatory strategies.

What Can You Expect?

Hear from White House and Congressional leaders, top officials at EPA, Army Corps and Bureau of Reclamation. Learn the 2018 agendas of members of the California Congressional Delegation. Hear from 'DC Insiders' about the state of play in our nation's capital.



TUESDAY, FEBRUARY 27

6:00 - 8:00 p.m.

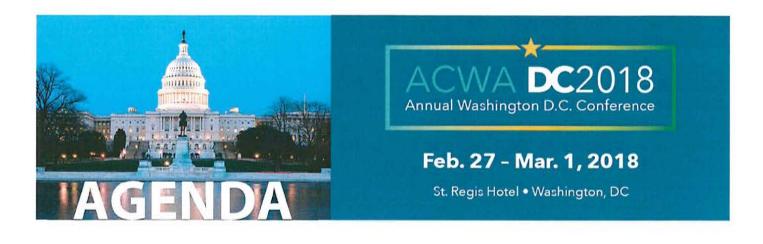
ACWA Congressional Reception in conjunction with the California Association of Sanitation Agencies U.S. Botanic Gardens / 100 Maryland Ave SW

WEDNESDAY, FEBUARY 28

8:00 – 11:15 a.m.	ACWA / CASA Joint Breakfast Program Astor Ballroom / St. Regis Hotel * Breakfast service ends at 9:30AM
8:45 a.m.	Welcome: Brent Hastey, ACWA President Jeff Moorhouse, CASA President
	Introduction to Conference: Tim Quinn, Executive Director, ACWA Bobbie Larson, Executive Director, CASA
9:00 – 11:15 a.m.	Policy Makers Panel:
11:30 a.m. – 1:00 p.m.	ACWA Luncheon: "Group Leader Updates" Astor Ballroom / St. Regis Hotel
2:00 p.m.	ACWA Group Photo House side steps of the Capitol (South East Side)



Agenda subject to change without notice.



2:30 – 5:30 p.m.	ACWA Congressional Speech Program Congressional Visitor's Center, SVC-209
6:00 – 8:00 p.m.	ACWA Networking Reception Astor Ballroom/ St. Regis Hotel
THURSDAY, MARCH 1	

8:30 – 10:30 a.m.

ACWA Breakfast Program Astor Ballroom/ St. Regis Hotel



Agenda subject to change without notice.



Feb. 27 - Mar. 1, 2018

St. Regis Hotel • Washington, DC

PRICING REFERENCE SHEET

REGISTER ONLINE
 <u></u>

Go to **www.acwa.com** to register by Feb. 9, 2018 for pricing listed below.

QUESTIONS? Contact us at (888) 666-2292

REGISTRATION FEES & OPTIONS	ADVANTAGE	STANDARD
PLEASE NOTE: Advantage pricing applies to ACWA public agency members, associates & affiliates. Standard pricing applies to non-members of ACWA. Registration Onsite is an additional \$25.00		
Full Conference Registration with All Meals ncludes: Tue. Congressional Reception, Wed. Breakfast & Lunch, Networking Reception and Thur. Breakfast	\$690	\$965
Nednesday (Feb. 28) Conference Registration with Meals ncludes: Tue. Congressional Reception, Wed. Breakfast & Lunch and Networking Reception	\$420	\$630
Fhursday (Mar. 1) Conference Registration with Meal. ncludes: Thursday Breakfast	\$325	\$487
Guest Registration Only Guest registration is not available to anyone with a professional reason to attend. Includes: Congressional & Networking Receptions. DOES NOT include Wed/Thur programs or meals	\$75	\$115

HOTEL INFORMATION

You must be registered for the ACWA D.C. Conference in order to make hotel reservations at the special room rate.

St. Regis Hotel

923 16th and K Streets, N.W., Washington, DC 20006 Phone: (202) 638-2626

Special Hotel Rate: \$315 per night + taxes & fees (The cut-off date to receive this special rate is February 2, 2018) Reservations can be made by calling (202) 638-2626 (Please identify yourself as part of ACWA) Any reservation made after February 2, 2018 is subject to the hotel's regular room rate and based on availability.

Hotel Questions, Cancellation or Changes: Contact hotel directly at (202) 638-2626.

PAYMENT METHODS

- E Check payable to ACWA 910 K Street, Ste. 100 Sacramento, CA 95814
- Charge credit card: MasterCard or Visa

For your security, you must call ACWA Accounting at (916) 441-4545 and provide your credit card information over the phone.





REGISTRATION TERMS & CONDITIONS

ACWA DC2018 ~ Annual Washington D.C. Conference

February 27-March 1, 2018 | St. Regis Hotel, Washington, D.C.

Register online @ acwa.com

Regular registration and cancellation deadline is February 9, 2018 • 4:30 p.m. (PST)

WHO IS ELIGIBLE FOR "ACWA ADVANTAGE" PRICING?

ACWA Advantage pricing is available to the following registrants:

- An officer or director of an ACWA member agency.
- A person directly employed by an ACWA public agency member, affiliate or associate organization. This does not include independent contractors, service providers, or third-party vendors.
- Any ACWA board member whose fee is paid for by member agency.
- Any state or federal administrative or legislative personnel in elected, appointed or staff positions.
- Staff of ACWA/JPIA and Water Education Foundation.
- Any individual or honorary life member of ACWA.

MEMBERSHIP INFORMATION - Become a Member & Save on ACWA Events

If you are interested in learning more about becoming an Associate Friend of ACWA, contact Ashley Kravchuk at AshleyK@acwa.com. For public agency membership, please contact Tiffany Giammona at TiffanyG@acwa.com.

CANCELLATIONS & CHANGES

All registration changes and cancellations must be made in writing by the event registration deadline. Valid cancellation requests will receive a refund of any registration fees paid minus a \$75 processing charge. For payments originally made by credit card, refunds can be issued back onto the credit card within 60 days. Otherwise, a refund will be issued by check. No refunds or registration changes will be granted after the registration deadline. Submit request in writing to Teresa Taylor at TeresaT@acwa.com.

SUBSTITUTIONS

Event registrations are transferable from one participant to another within the same organization. Please submit your request in writing before the event registration deadline to Teresa Taylor at TeresaT@acwa.com. Include the original registrant's name, the new person's name, title and email address with your request. After the registration deadline, substitutions will be handled on-site. Only one substitution is permitted per original registrant. The individual submitting the substitution request is responsible for all financial obligations (including any balance due) associated with the original registration. There is no fee to transfer an eligible registration.

SPECIAL REQUESTS & ACCOMMODATIONS

Special requests must be submitted in writing to Teresa Taylor at TeresaT@acwa.com. Participants are encouraged to submit changes and special requests as soon as possible. If you have a disability that requires an accommodation, please contact Teresa Taylor at TeresaT@acwa.com or call toll free at (888) 666-2292 to discuss your needs.

REFUNDS

Except as otherwise provided in this document, all payments and fees are nonrefundable after the registration deadline.

MEAL TICKETS

After the registration deadline, meal tickets are not eligible for exchange, refund or credit after the event registration deadline.

NONATTENDANCE

Registrants who fail to attend the event, in part or in whole, are not eligible for a refund or credit and will be billed for any balance due.

GUEST REGISTRATION

Guest registration is available to a spouse, companion or guest of an ACWA event registrant. Guest registration is not available to any employees of a public agency, associate or affiiate/mutual water company. Guest registration is also not available to anyone with a professional reason to attend for purposes of learning or business. The guest registration includes admission to the receptions and the ability to purchase meal tickets and attend meal functions.

CONSENT TO USE OF PHOTOGRAPHIC IMAGES

Registration and attendance at, or participation in, this event constitutes an agreement by the registrant to ACWA's use and distribution (both now and in the future) of the registrant or attendee's image or voice in photographs, videotapes, electronic reproductions and audiotapes.

Questions? Contact us at 916.441.4545, toll free 888.666.2292.

The Public Records Act and Records Retention

Presenters:

Lindsay Thorson and Paul McGlocklin, Atkinson, Andelson, Loya, Ruud & Romo Helen Streck, Kaizen InfoSource LLC Elliot Ammon, Laserfiche

It is imperative that public agencies know how to respond to and comply with Public Records Act requests. Being prepared requires having a good document retention policy that encompasses record handling, storage, and destruction. This session will provide the basic record retention requirements according to the law and discuss strategies and best practices to reduce risk. It will also highlight trending legal developments surrounding the California Public Records Act and give tips and advice for responding to requests.

Free

AGENDA: 8:30 - 9:00 a.m. Registration 9:00 – 10:30 a.m. Public Records Act and Records Retention 10:30 – 10:45 a.m. Break 10:45 a.m. – 12:00 p.m. Making Records Management Real 12:00 – 1:00 p.m. Lunch Provided & Ask the Experts 1:00 – 1:15 p.m. Break 1:15 – 1:45 p.m. Why Technology Matters 1:45 – 2:45 p.m. The Journey to Digital Transformation – Creating a Digital Workplace 2:45 – 3:00 p.m. Q&A

When 2/28/2018 8:30 AM - 3:00 PM

Where

Municipal Water District of Orange

County 18700 Ward Street Fountain Valley 92708

Webinar: The Critical Nature of Communications

To quote author, Brent lves (52 Ways to be a Better Board, Amazon 2016), "Communication is the lubrication of the public agency organizational machine." During this webinar, Brent lves, teaches participants how critical both internal and external communication are in highly effective public agencies of any size. Through consultation with special districts over many years, the instructor has determined that many organizational issues simply stem from poor communication. This session will focus on communication throughout the organization including: the public, the Board, the executive and professional staff. This is a must attend course for agencies seeking to optimize their district, those needing some additional help and even those in trouble.

10:00 a.m. - 12:00 p.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 3/6/2018 10:00 AM - 12:00 PM

INLAND EMPIRE AND ORANGE COUNTY STATE LEGISLATIVE RECEPTION

SOUTHERN CALIFORINIA

WHEN March 13 5:00 pm – 7:00 pm

🛱 Add to Calendar

This event is hosted by Cucamonga Valley Water District, City of Riverside Public Utilities, East Valley Water District, Eastern Municipal Water District, Elsinore Valley Municipal Water District, West Valley Water District, Inland Empire Utilities Agency, Rancho California Water District, Western Municipal Water District, Mojave Water Agency, Monte Vista Water District, and Municipal Water District of Orange County.

RSVP: Evetteo@cvwdwater.com or (909) 483-7465

Webinar: Required Ethics AB 1234 Compliance Training

This two-hour webinar covers general ethics principles and state laws related to:

- Personal gain by public servants, conflict of interest, bribery and nepotism
- Gift, travel, and mass mailing restrictions
- Honoraria, financial interest disclosure, and competitive bidding
- Prohibitions on the use of public resources for personal or political purposes
- The Brown Act Open meeting law
- The Public Records Act.

10:00 a.m. - 12:00 p.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

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When 3/13/2018 10:00 AM - 12:00 PM

Webinar: Required Ethics AB 1234 Compliance Training

This two-hour webinar covers general ethics principles and state laws related to:

- Personal gain by public servants, conflict of interest, bribery and nepotism
- Gift, travel, and mass mailing restrictions
- Honoraria, financial interest disclosure, and competitive bidding-
- Prohibitions on the use of public resources for personal or political purposes
- The Brown Act Open meeting law
- The Public Records Act.

10:00 a.m. - 12:00 p.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 11/13/2018 10:00 AM - 12:00 PM

2018 ACWA LEGISLATIVE SYMPOSIUM

SACRAMENTO VALLEY

WHEN

March 14 9:00 am – 4:30 pm

🛱 Add to Calendar

LOCATION

Sacramento Convention Center, 1400 J St, Sacramento, CA 95814

☐ Get Directions

COST

\$245 Member Pre-Registration Fee

\$370 Non-Member Pre-Registration Fee

DEADLINE March 2, 2018

ACWA's 2018 Legislative Symposium will take place March 14, 2018 at the Sacramento Convention Center in Sacramento.

Important Links

Agenda COMING SOON Event Pricing & Hotel Information COMING SOON Registration Terms & Conditions COMING SOON Sponsorship Information March 14, 2018 - March 16, 2018

CENTRAL VALLEY TOUR 2018 FIELD TRIP - MARCH 14-16

Come with us as we venture through California's Central Valley, known as the nation's breadbasket thanks to an imported supply of surface water and local groundwater. Covering about 20,000 square miles through the heart of the state, the valley provides 25 percent of the nation's food, including 40 percent of all fruits, nuts and vegetables consumed throughout the country.



This 3-day, 2-night tour focuses on the San Joaquin Valley, the southern part of the vast region, which is facing challenges after years of severe drought, dwindling water supplies, decreasing

water quality and farmland conversion for urban growth. This tour gives participants an understanding of the region's water use and issues as well as the agricultural practices, including new technologies and water-saving measures.

Buy Tickets

Participants visit farms and some of the state's major infrastructure, such as Friant Dam and the San Luis Reservoir, as well as the San Luis National Wildlife Refuge, a major wintering ground and migratory stopover point for large concentrations of waterfowl and shorebirds. The tour begins and

ends at Sacramento International Airport.

What attendees say about this tour:

"This was a fantastic tour. In three days, I had the opportunity to meet numerous experts in the field. It was a nice blend of speakers. I am looking forward to reviewing all the handout materials."

What did you like best?

"As a water engineer new to California, it gave me a much better perspective of differing objectives and opportunities to clients."

"The information the speakers presented. Also, the range and differing views. First-hand engagement of local districts/farmers and being able to see things for myself."

Planned Stops Include:

- Kern Water Bank
- Terminus Dam
- Friant Dam
- San Luis Reservoir

Topics Include:

- Water supply and drought
- Groundwater banking
- Subsidence
- Salmon restoration

- San Joaquin River
- Mendota Pool
- San Luis National Wildlife Refuge
- Flood management
- Surface water storage
- Wetlands
- Agricultural supply and drainage

Pricing Details:

Regular Price - \$790 (one-person single occupancy room)

Early Bird Price - \$765 if you register online by February 8. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Refunds and Cancellations:

Refunds can be made up until two weeks prior to the tour due to hotel and restaurant bookings. Substitutions can be made up to three days prior to the start of the tour.

Tour Start and End Points:

This tour starts and ends at the Sacramento International Airport.

MCLE and Other Continuing Education Credits:

Continuing education credits may be available for an additional fee for attorneys and water plant, wastewater plant operators, and other vocations/professions.

TOUR SPONSORS

Bureau of Reclamation - Mid-Pacific Region

Major Sponsor

One of five Reclamation regions, the Mid-Pacific Region covers the northern two-thirds of California, most of western Nevada and part of southern Oregon. The Region places great importance on fulfilling its obligations for water delivery, water conservation, water recycling and reuse, power generation, and protecting natural and cultural resources.

California Department of Water Resources

Major Sponsor

The Department of Water Resources (DWR) is responsible for managing and protecting California's water. DWR works with other agencies to benefit the state's people, and to protect, restore and enhance the natural and human environments.







Webinar: Legislative Round-Up

Presenter: CSDA Advocacy and Public Affairs Department

Free bi-annual webinar series for CSDA members only. Each year the State Legislature introduces thousands of bills; hundreds have potentially serious implications for special districts. Hear from CSDA's advocacy team about the most significant bills and how they will impact your ability to deliver essential services, maintain and build infrastructure, raise and protect revenue sources, manage personnel and more. Ask your questions directly to CSDA's lobbyists walking the Capitol halls and learn how your district can join the advocacy effort.

10:00 a.m. - 12:00 p.m.

Free CSDA member \$95 Non-member

When 3/15/2018 10:00 AM - 12:00 PM

2018 SDRMA Spring Education Day

SDRMA hosts Spring Education Day to provide training and information regarding coverages, online training programs, technology, and many valuable MemberPlus Services™. In addition, they also conduct their annual membership meeting at the beginning of the program. SDRMA members who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce their annual contribution for both Property/Liability and Workers' Compensation Programs.

Free to SDRMA members and CSDA members* *Additional fee to CSDA members for Governance Foundations workshop on this day

7:30 - 8:15 a.m. Registration 8:15 a.m. - 12:00 p.m. Sessions 12:00 - 1:00 p.m. Lunch 1:00 - 3:45 p.m. Sessions

HOTEL ROOM RESERVATIONS

Hotel room reservations are available at the Hilton Sacramento Arden West at the rate of \$125 plus tax, single or double occupancy by calling 1-800-344-4321 and asking for the CSDA or SDRMA rate. When 3/20/2018

Where Hilton Sacramento Arden West 2200 Harvard Street Sacramento 95815

Program Options

Register for Bre	akout Sessions
Time	8:15 AM - 3:45 PM
3/20/2018 8:15	AM
Register for Go	vernance Foundations
Separate All Day	/ Workshop
training toward Foundation Dist Governance Fou modules and th Leadership Acad information nee managers, and s functional gover the foundational identify and def a successful boa elements of gov	lifies for six hours of governa the Special District Leadersh rict of Distinction Accreditati indations, the first of four e core of the Special District demy series, provides the bas eded by board members, gen staff to build an effective and mance team. This course tea al knowledge and skills that ine the essential building blo ard, focusing on the critical rernance: effective trustees, b ure, process and protocols,

Special District Risk Management Authority Primary Menu

Education Day Registration

Two times a year, we host our Education Day to provide valuable information and training; one in the Spring (March) held in Sacramento and one in the Fall (September or October) held in conjunction with California Special Districts Association's (CSDA) annual conference. SDRMA members who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce their annual contribution amounts for both Property/Liability and Workers' Compensation Programs.

Annual Membership Meeting/Spring Education Day

SDRMA will be holding our Annual Membership Meeting and Spring Education Day in Sacramento on **Tuesday, March 20, 2018**. In the morning we begin with the Annual Membership meeting, followed by a general session and then several workshop sessions throughout the remainder of the day.



Guest speaker Gordon Graham will present "What Real Risk Management Is All About". The phrase "risk management" gets thrown around quite a bit, but what is "real" risk management? It is more than the "safety" stuff. It is more than the "insurance" stuff. And it is more than the "ergonomics" stuff. Everything you do in your organization involves a

level of risk. In this brief program, Gordon will explain how to "recognize" the real risks you face. And he will give you some thoughts on how to "prioritize"

these risks. And finally, he will show you how to "mobilize"(act) to do something about the real risks you face in your organization.

There is no cost for SDRMA and CSDA members to attend and a full breakfast, lunch and complimentary parking will be provided.

Hilton Sacramento Arden West

2200 Harvard Street Sacramento 95815 T. 800.344.4321 Please identify yourself as attending the SDRMA Education Day.

Hotel room reservations are available for SDRMA Spring Education Day at the Hilton Sacramento Arden West at the rate of \$125 plus tax, single or double occupancy by calling 1-800-344-4321 and using the group code: SSS. The room reservation cut-off is March 5, 2018 but space is limited and rooms may sell out before this date. You may also make room reservations online using the following link: <u>click here</u> to register.

Visit CSDA's website <u>click here</u> to register for the Spring Education Day.

More information will be coming soon!





CALIFORNIA ANNUAL CONFERENCE PORTOLA HOTEL & SPA, MONTEREY MARCH 25-27, 2018



Do not miss the **2018 WateReuse California Annual Conference** at the Portola Hotel & Spa in Monterey on March 25-27, 2018. This conference is the premier educational and networking event for California water professionals involved in recycled water policy, operations, technology and public perception.

Conference Themes

- The role of recycled water in One Water and Sustainable Water initiatives
- Strategies for successfully delivering recycled water projects and programs
- Pathway to potable reuse
- Recycled water system operations start-up, optimization, and biggest challenges
- Emerging issues in reuse

Register Early and Save!

Register by January 29, 2018 for the best rates at the 2018 WateReuse California Annual Conference Register Now!

Quick Links

- View the Program
- Hotel and Travel Information
- Technical Tour
- <u>Registration</u>



2018 WateReuse California Annual Conference

REGISTRATION RATES

Full Name		On or Before 1/29/18	Between 1/30/18 – 3/12/18	Onsite After 3/12/18
First Name as it should appear on your badge	WateReuse Association Member	\$450	\$500	\$550
Job Title	Nonmember	\$550	\$600	\$650
	Sunday Only	\$100	\$150	\$200
Organization	🗖 Monday Only	\$275	\$325	\$375
organization	Tuesday Only	\$250	\$300	\$350
Street Address	Speaker Registration	\$300	\$350	\$400
City State/Province Postal/Zip Code Country	TECHNICAL TOU	JRS		
Phone Fax	🗖 Monterey Bay Area	Water Reuse	(Sunday)	\$60
Email Address	GUEST TICKETS			\$20
	Sunday's Welcome	Reception		\$20
cc: Email Address	Monday's Awards L			\$30
	Monday's President			\$45
ADDITIONAL INFORMATION	Tuesday's Gordon C	ologne Break	fast	\$20
□ This is my first WateReuse California Conference	DAVACENT			
□ I have the following dietary restrictions	PAYMENT Your signature below a credit card the total pa are no refunds after Ma	yment and ac	knowledges th	
	□ Check (payable to W	VateReuse As	sociation)	
E-MAIL, FAX OR MAIL FORM TO:	UVISA UMasterCarc	I 🗆 AMEX		
E-mail ctharpe@werf.org	Card Number			
Fax (703) 548-5085	Expiration Date		Securit	y Code
Mail WateReuse Association 1199 North Fairfax Street, Suite 900	Print Cardholder's Nar	ne	Total D	ue

Billing Address

City/State/Zip

Signature

Alexandria, VA 22314

Hotel and Travel Information

Hotel Reservations

The 2018 WateReuse California Annual Conference will be held at the Portola Hotel & Spa in Monterey, California.

Please refer to the WateReuse California Annual Conference when making reservations to obtain the conference rate.

We have a limited block of rooms at the hotel; therefore, all rooms are on a first-come, first-served basis. All reservations must be made by Friday, March 2, 2018 to ensure the special conference room rate.

Portola Hotel & Spa Two Portola Plaza Monterey, CA 93940

Room Rate: \$209 per night plus tax The room rate includes complimentary internet access in guest rooms

Reservations: To make your reservation call (831) 649-4511 or (888) 222-5851

Transportation and Parking

Getting to the Monterey Peninsula and the Portola Hotel & Spa couldn't be easier. Fly directly into Monterey's hassle-free airport located just 10 minutes from the hotel. Airlines servicing the Monterey Peninsula Airport include American, United, Alaska, Allegiant, and US Airways, offering over 80 flights daily. Other travel options include flying into San Jose International Airport, a quick one-hour drive or San Francisco International Airport, a one and a half hour drive from the picturesque Monterey Peninsula.

Monterey, California Hotel Parking

The Portola Hotel & Spa at Monterey Bay offers a parking garage for all hotel guests.

- · Self-Parking: \$20 per day (In/Out Privileges)
- · Valet Parking: \$23 per day (In/Out Privileges)

Transportation

Shuttle service is available to our Monterey Bay hotel from Monterey, San Francisco and San Jose airports.

The Portola Hotel & Spa does not have a hotel shuttle service; however, guests are encouraged to call the Monterey Shuttle Airbus or Yellow Cab Taxi service for transportation needs during your Monterey Bay stay.

- Monterey Shuttle Airbus (831) 373-7777
 Yellow Cab (831) 333-1234

Technical Tour



Monterey Bay Area Water Reuse: Working Together Toward Success Sunday, March 25th, 2018, 11 AM-5 PM Fee: S60

Tour will start/end at the Portola Hotel and Spa in Monterey. Lunch is provided.

The Monterey Bay coastline in northern Monterey County provides a highly diverse landscape ranging from natural wetlands, pristine coastline and agricultural lands to world famous golf courses and multi-million dollar homes. The varied land uses and topography in our coastal region provide both challenges and opportunities for recycled water projects and multi-agency collaboration. During this tour of multiple treatment facilities, not only will you see the latest treatment technologies in action, but also the beautiful landscapes where product water is actively being used to benefit the community.

Stop 1: Pajaro Valley Water Management Agency Tour, Soquel Creek Water District Education Lab, and Lunch The Pajaro Valley Water Management Agency (PV Water), a Groundwater Sustainability Agency, partnered with the City of Watsonville to construct the Watsonville Area Water Recycling Facility (Facility), a significant component of the long-term plan to achieve a sustainable Pajaro Valley Groundwater Basin.

At this Facility, raw wastewater receives primary, secondary, and tertiary treatment. The tertiary treatment process includes coagulation, filtration, and UV disinfection prior to on-site storage and distribution to growers for use as a crop irrigation supply; an alternative to groundwater pumping. The Facility provides a quarter of the water estimated to be needed to halt seawater intrusion and balance the groundwater basin, and is a cost-effective way to maximize local water resources before turning to other, more expensive supplemental sources. The unique collaboration between Watsonville and PV Water to build, operate, and distribute recycled water exemplifies the potential for municipal and state agency cooperation to protect water resources.

Lunch, featuring locally grown produce will be provided at this stop. The Soquel Creek Water District mobile education trailer will also be at this stop, providing an overview of the proposed Pure Water Soquel Groundwater Replenishment and Seawater Intrusion Prevention Project that the agency is currently evaluating. Using colorful and whimsical images to compliment the hands-on displays of actual microfiltration, reverse osmosis, and UV units that are used in a water purification process, the small trailer has been used at community at local fairs, events, and classroom presentations. While the project may be small in scale (1,500 acre-feet per year of purified water), the agency recognizes the importance of outreach and getting the information out and into their community.

Stop 2: Monterey One Water and the CSIP

This stop will highlight Monterey County Water Recycling Projects, including a combination of the Castroville Seawater Intrusion Project (CSIP) and the Salinas Valley Reclamation Project, which began construction in 1995 and started delivering recycled water to fields near Castroville in 1998. By using recycled water generated at the Monterey One Water facilities, farmers can safely irrigate their crops and have reduced pumping of seawater-tainted groundwater. The recycled water is distributed to 12,000 acres of farmland in Northern Monterey County through the Monterey County Water Resource Agency (MCWRA) CSIP which includes 45 miles of pipeline and 22 supplemental wells.

Monterey One Water is also in the process of constructing a 5 MGD advanced water purification facility. This facility will provide 3,500 AF of purified recycled water to be injected into the Seaside Groundwater Basin as a replacement water supply for extractions of water from the Carmel River. Monterey One Water has a demonstration facility that showcases the treatment processes. The demo facility has been an effective outreach tool by allowing members of the community to see, taste and touch the Future of Water in northern Monterey County.

Stop 3: Carmel Area Wastewater District and Pebble Beach Reservoir

The Carmel Area Wastewater District (CAWD)/ Pebble Beach Community Services District (PBCSD) Reclamation Project (Project) is a cooperative effort between three public agencies including PBCSD, CAWD and the Monterey Peninsula Water Management District (MPWMD), and one private company, the Pebble Beach Company (PBC). The facilities located at the CAWD wastewater treatment facility treat secondary-treated effluent from the CAWD wastewater treatment plant via tertiary treatment facilities (micro-filtration) and partial reverse osmosis to produce a blended recycled water which meets the agronomic needs of the end users – some of the best golf courses in the United States. A distribution system delivers recycled water for irrigation of seven golf courses, athletic fields and other recreational areas within Pebble Beach. Pebble Beach States. A distribution system delivers recycled water for irrigation of seven golf courses, athletic fields and other recreational areas within Pebble Beach. Pebble Beach. Pebble Beach. Pebble Beach States. A distribution system delivers recycled water source in 2000. CAWD has won numerous awards, including Plant of the Year from the California Water Environment Association.

This stop will include a tour of the wastewater treatment facilities at the CAWD treatment plant, as well as a driving tour of the Pebble Beach area and the Pebble Beach Recycled Water Storage Reservoir. This last leg of the tour will also include a drive on a portion of the historic and scenic 17-Mile Drive.

11:00 a.m. – 5:00 p.m.	Technical Tour: Monterey Bay Area Water Reuse: Working Together Toward Success			
12:00 p.m. – 5:30 p.m.	Registration Open			
Technical Sessions	A1: Economics: Show Me the Money	B1: Getting the Salt Out	C1: The Latest in RO	
1:00 p.m. – 1:30 p.m.	Funding Recycled Water Projects in California Michael Downey, State Water Resources Control Board	Evaluation of TDS Reduction Processes for Fast-Tracked Upgrade of WWTP Brent Sutter, Woodard & Curran	Keep the FAT but Hold the Chloramines! – the San Diego Experience Joseph Quicho, City of San Diego Public Utilities Department	
1:30 p.m. – 2:00 p.m.	The Economics of Building Recycled Water Infrastructure An Bartlett, East Bay Municipal Utility District	Pilot Evaluation of Closed- Circuit Reverse Osmosis for RO Concentrate Treatment Han Gu, Orange County Water District	High Recovery RO- Challenges to Meet Nitrogen Limits in IPR via SWA Projects Ufuk G. Erdal, Stantec	
2:00 p.m. – 2:30 p.m.	Strategies for Optimizing Return-On-Investment for Industrial Water Reuse Peter Martin, Woodard &	Geochem Characterization to Control Metal Mobilization for Groundwater Recharge Sunny Wang, Brown and	Optimizing Performance and Restoring Permeability for a Water Reuse RO System David Russell, American	
2:30 p.m. – 3:00 p.m.	Curran TBL Tool for Process Level Comparisons of Supplies: Case Studies & Sensitivities Stephanie Ishii, Hazen and Sawyer	Caldwell Life-cycle Cost Analysis for Brine Minimization at Padre Dam MWD Seval Sen, Padre Dam Municipal Water District	Water Chemicals Pure Water Monterey AWPF Predesign: Pilot testing for design and operations John Kenny, Trussell Technologies, Inc.	
3:00 p.m. – 3:30 p.m.	Networking Break			
Technical Sessions	A2: Supply Projections and Source Limitations	B2: Decentralized Reuse	C2: The Latest in AOP	
3:30 p.m. – 4:00 p.m.	California Recycled Water Use Projections Tonianne Pezzetti, California Department of Water Resources	Filling the Gaps for Decentralized Reuse <i>Guy Carpenter, Carollo Engineers</i>	Use of UV/Chlorine AOP in Potable Reuse: When Does it Make Sense? Adam Festger, Trojan Technologies	

5:00 p.m. – 6:30 p.m.	Welcome Reception		
4:30 p.m. – 5:00 p.m.	Declining Flows and Utility Systems Wendy Broley, Brown and Caldwell	for Decentralized Nonpotable Water Systems Amelia Luna, Sherwood Design Engineers	UV AOP with Potable Reuse Applications Harold Wright, Carollo Engineers
	Adapting to Change -	Establishing Design Criteria	Predicting Non-Steady State
	Wyatt Troxel, Pinnacle ARTS	Paula Kehoe, San Francisco Public Utility Commission	Melanie Holmer, Stantec
4:00 p.m. – 4:30 p.m.	Unintended Consequences of Water Conservation in a Regional Wastewater Conveyanc	Implementing Treatment and Crediting Schemes for On-Site, Non-Potable Reuse	The ABC's of UV-AOP: Design Considerations for Potable Reuse

Monday, March	26, 2018					
7:30 a.m. – 3:30 p.m.	Registration Open					
7:30 a.m. – 3:30 p.m.	Exhibit Hall Open					
7:30 a.m. – 8:30 a.m.	Continental Breakfas	Continental Breakfast				
8:30 a.m. – 9:30 a.m.	Opening Session E. Joaquin Esquivel, S	tate Water Resources (Control Board			
9:30 a.m. – 10:00 a.m.	Networking Break					
9:30 a.m. – 10:0 a.m.	Poster Sessions					
Technical Sessions	A3: One Water: Source Diversity	B3: Route to Potable Reuse	C3: Panel Discussion – Health and Medical Perspectives	D3: Purified Water Systems 0&M		
10:00 a.m. – 10:30 a.m.	Overcoming Challenges to Achieve Adaptable & Beneficial One Water Management Laine Carlson, Water Systems Consulting, Inc.	Striking A Balance To Create A Public Asset Jeffery Szytel, Water Systems Consulting, Inc.	The panel will discuss issues and case studies related to the safety of potable and nonpotable water reuse and public perceptions of health risks. Panelists will include public health practitioners, a physician active in the local medical association and a water reuse professional involved in public outreach.	Optimized for Today. Adaptable for Tomorrow Emily Iskin, Water Systems Consulting, Inc.		
10:30 a.m. – 11:00 a.m.	One Water LA: Big and Bold Water Reuse Planning to Make LA a more resilient City Lenise Marrero, City of Los Angeles, Bureau of Sanitation	Trailblazing: Ventura's Path to Become the First DPR System in California Gina Dorrington, Ventura Water		Source Control: HRSD Takes it to the Next Level <i>Tyler Nading, CH2M</i>		
11:00 a.m. – 11:30 a.m.	Innovative Approach to Maximize Stormwater, Groundwater and Wastewater Reuse <i>Emi Fujii, Stantec</i>	Water Reuse as a Tool to Achieve a Sustainable Groundwater Basin Brian Lockwood, Pajaro Valley Water Management Agency		Bridging the Air Gap: A Direct Connection between Potable and ATRW Systems in LA Glenn Micko, Los Angeles Department of Water and Power		
11:30 a.m. – 12:00 p.m.	From Channel to Tap - Stormwater as a	The Bridge Between IPR and DPR:		Blending Desalinated		

	Source for Reuse Lisa Skutecki, Brown and Caldwell	Tujunga Spreading Grounds Yoshiko Tsunehara, Los Angeles Department of Water and Power		Seawater into Existing Supplies: Chloramines &Nitrification Brent Alspach, Arcadis
12:00 p.m. – 1:30 p.m.	Awards Luncheon a	and Annual Members	hip Meeting	
Technical Sessions	A4: Panel Discussion – Monterey Lessons Learned	B4: Tools for Project Delivery: Design/Build and GIS	C4: Risk in Potable Reuse	D4: Gaining and Maintaining Customers - Part 1
1:30 p.m. – 2:00 p.m.	Join a diverse panel of experts as they discuss the successes and setbacks encountered during the planning, approval and construction of the	Innovative GIS-Based Cost Analysis Solves Complex NPR Market Assessment Paul Chau, Kennedy/Jenks Consultants	Pathogens and Reuse: The City of San Diego's North City WRP Pathogen Study Shane Trussell, Trussell	Orange County's Approach to Recycled Water Use Site Inspection, Testing and More Mark Tettemer, Irvine Ranch Water
2:00 p.m. – 2:30 p.m.	Pure Water Monterey project. This lively and informative session will explore the winding road to approval from the engineering, environmental, financial, legislative and public outreach perspectives.	Public-Private Partnership to Deliver Recycled Water Through Design-Build Dave Richardson, Woodard & Curran	Technologies, Inc. Regulating Raw Water Augmentation - Results from a Pathogen Benchmarking Study Dave MacNevin, Tetra Tech	District Water into Wine: Converting NapaSan's New Recycled Water Customers Andrew Damron, Napa Sanitation District
2:30 p.m. – 3:00 p.m.		End in Sight: Lessons Learned from WRD's \$110M AWTF Alternative Delivery Project Ken Ortega, Water Replenishment	How Much is Enough? Evaluating Treatment Redundancy in DPR <i>Brian Pecson,</i> <i>Trussell</i>	The Purple Checkered Flag- Recycled Water at the Porsche Experience Center Elise Goldman, West Basin Municipal
3:00 p.m. – 3:30 p.m.	Networking Break	District of Southern California	Technologies, Inc.	Water District
3:00 p.m. – 3:30 p.m.	Poster Sessions			

	Transitioning to Potable Reuse	Agricultural Reuse and Recharge	MBR for Potable Reuse	Maintaining Customers - Part 2
3:30 p.m. – 4:00 p.m.	Several agencies in California are contemplating the addition of potable reuse to their existing water supply portfolio, which already includes non- potable reuse. A panel of water	Drivers of Agricultural Water Reuse: Stakeholder groups and regional differences Anne Thebo, Pacific Institute	MBR + RO: How They Work Together Stephen Katz, GE Water & Process Technologies	Creating Recycled Water Ambassadors <i>Ben Glickstein, East Bay Municipal</i> Utility District
4:00 p.m. – 4:30 p.m.	agency executives (from SCVWD, LADWP, City of San Diego, OCWD, and LVMWD) will share experiences and perspectives on the evolution of water recycling at their agency from non-	Groundwater Replenishment with Recycled Water on Agricultural Lands (WRRF-16-03) Robert Morrow, Woodard & Curran	Implications of MBR Optimization and Log Reduction Credits for Potable Reuse Jonathan Loveland, Black & Veatch	Streamlining Compliance for a Mature Program Pedro Hernandez, City of San Jose
4:30 p.m. – 5:00 p.m.	potable to a combined non- potable/potable reuse setting. Norma Camacho, Santa Clara Valley Water District John Helminski, City of San Diego Public Utilities Department Mike Markus, Orange County Water District Karin North, City of Palo Alto Dave Pedersen, Las Virgenes Municipal Water District Bill Van Wagoner, Los Angeles Department of Water and Power	Overcoming Technical and Regulatory Barriers for Application of Recycled Water Mohsen Mehran, Rubicon Engineering Corporation	Practical Operational Approaches to Meet Pathogen LRV Requirements for GWRS Mehul Patel, Orange County Water District	Inter-jurisdictional Partnership Efforts for Potable Reuse in Silicon Valley Hossein Ashktorab, Santa Clara Valley Water District

Tuesday, March 27, 2018

8:00 a.m. – 12:00 p.m.	Registration Open				
8:00 a.m. – 9:30 a.m.	Gordon Cologne Breakf	ast			
9:30 a.m. – 2:30 p.m.	Exhibit Hall Open				
9:30 a.m. – 10:00 a.m.	Networking Break				
9:30 a.m. – 10:00 a.m.	Poster Sessions				
Technical Sessions	A6: Panel Discussion – Advances in Potable Reuse Regulations	B6: Local and California Outreach	C6: Alternative Treatment Trains		
10:00 a.m. – 10:30 a.m.	Status of California Water Board Investigation of Direct Potable Research Issues Adam Olivieri, EOA, Inc.	Successful Water Reuse Communication Techniques Illustrated Patricia Tennyson, Katz & Associates	Are TOC and COD Limits Appropriate for Regulating Potable Reuse? Jason Assouline, CH2M		
10:30 a.m. – 11:00 a.m.	The Water Environment & Reuse Foundation's Advancing Potable Reuse Initiative Jeff Mosher, Water Environment & Reuse Foundation	Just Because They'll Drink It Doesn't Mean You've Reached the Finish Line Brent Eidson, City of San Diego Public Utilities Department	East is East and West is West – Will the Twain Meet? <i>Troy Walker, Hazen and</i> <i>Sawyer</i>		
11:00 a.m. – 11:30 a.m.	Division of Drinking Water Update on Potable Reuse Brian Bernados, State Water Resources Control Board	Demonstration Facilities, Your Best Friend in the Potable Reuse Approval Process Steve Thomas, TBC Communications & Media	Time for a Change: Ozone/BAF Based Purification for Groundwater Injection in Cal Andrew Salveson, Carollo Engineers		
11:30 a.m. – 12:00 p.m.	Evaluation of Microbiological Risks Associated with Direct Potable Reuse Jeff Soller, Soller Environmental	The Little Trailer that CouldEducating about Potable Reuse Melanie Mow Schumacher, Soquel Creek Water District	A New Approach to Validating Non-RO-based Potable Reuse Trains William Mitch, Stanford University		
12:00 p.m. – 2:00 p.m.	Town Hall Plenary Sess	ion and Luncheon			
2:00 p.m. – 2:30 p.m.	Networking Break				

Technical Sessions	A7: Panel Discussion – One Water Implementation	B7: Overcoming Environmental Challenges	C7: A Closer Look at CECs
2:30 p.m. – 3:00 p.m.	At the epicenter of the drought, Central Coast communities turned to recycled water strategies to build resilient water supply portfolios. The Panel discussion will allow participants to gain insight from utility leaders, followed by interactive discussions and role playing that brings the complexity and opportunities to the forefront for attendees.	Pure Water Monterey Environmental and Biological Permitting Adventures Alison Imamura, Monterey One Water	Findings of the 2017/2018 Science Advisory Panel on CECs in Recycled Water Jörg Drewes, Technical University of Munich
3:00 p.m. – 3:30 p.m.		Environmental Challenges in The City of San Diego's Pure Water Program <i>Dylan Duverge, Dudek</i>	Meeting the Challenge of Emerging Contaminants in Water Reuse Harry Ridgway, Institute for Sustainability and Innovation, Victoria University and AquaMem Consultants
3:30 p.m. – 4:00 p.m.		Challenges of Achieving Ocean Plan Compliance with Blended Waste Discharges Brie Webber, Trussell Technologies, Inc.	Can SRT Control CECs in Potable Reuse? CEC Removal in Advanced Treatment Hari Seshan, Brown and Caldwell

Poster Presentations

Alternative Treatment at the Los Angeles Groundwater Recharge Project

Roshanak Aflaki, Mike Ruiz and Joline Muñoz (LA Sanitation), Farzaneh Shabani (UCLA), Slavica Hammond (Parsons), Melissa Ingalsbe, Wendy Broley and Sunny Wang (Brown and Caldwell), Bryan Trussell and Shane Trussell (Trussell Technologies)

Comparing the Long Term Performance of Soil Aquifer Treatment Using Soil Columns

Bryan Trussell, Shane Trussell, Yan Qu, Fred Gerringer, Sangam Stanczak, Teresa Venezia, Israel Monroy, and Rhodes Trussell (Trussell Tech), Fernanda Bacara (UNLV), Yoshiko Tsunehara (LADWP)

Expanding capacity by re-rating the NCWRP tertiary filters from 5 to 7.5 gpm/sf John Kenny and Samantha Bear, Trussell Technologies, Inc.

Incentivizing Alternative Water Supply: Urban Water Markets in Los Angeles *Nicholas Chow, UCLA Luskin Center for Innovation*

Integrated WasteWATER Systems from the Perspective of Reverse Logistics Network *Nader Rezaei and Qiong Zhang, University of South Florida*

Removal of Trace Organic Contaminants using non-FAT Technologies

Meric Selbes, Troy Walker (1), Erik Rosenfeldt (1), Ben Stanford (2), Eric Dickenson (3), Eric Wert (3), Mandu Inyang (3) -Hazen and Sawyer Wastewater effluent of coastal California as a resource of water reuse and desal Andrea Achilli, University of Arizona

Water Quality Dynamics throughout a Reclaimed Water Distribution System Lonnie Chung, California State Polytechnic University Pomona

Supervisory Skills for the Public Sector

Presenter: Michael Grabow, CPS HR Consulting

This course for supervisors will discuss and explore the supervisory skills necessary to work with people in the public sector environment. The course will cover what is expected of a supervisor, how to monitor and evaluation employees, and how to coach, mentor, and motivate employees. Through interactive exercises and engaging dialogue you will learn how to create effective, productive and successful teams. • Describe the various roles of a supervisor • Understand the Emotional Maturity Continuum and how to apply it in the workplace • List best practices for effective performance management • Practice defining performance standards • Explain the GROW model of coaching • Identify what motivates people • List strategies for boosting motivation

\$175 SDRMA member \$225 CSDA member \$340 Non-member

8:30 - 9:00 a.m. Registration 9:00 a.m. - 4:00 p.m Workshop (lunch provided)

When 4/6/2018 8:30 AM - 4:00 PM

WhereSanta Ynez Community ServicesDistrict 1070 Faraday Street Santa Ynez 93460

Supervisory Skills for the Public Sector

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\$175 SDRMA member \$225 CSDA member \$340 Non-member

8:30 - 9:00 a.m. Registration 9:00 a.m. - 4:00 p.m Workshop (lunch provided)

When 6/7/2018 9:00 AM - 4:00 PM

WhereCSDA Training Center 1112 IStreet, Suite 250 Sacramento 95814

With Mar

Webinar: Advance Training in the CA Public Records Act

Presenters: Donald M. Davis, Kane Thuyen, and Christina Burrows of Burke, Williams & Sorensen LLP

If you are involved with a special district, you need to understand the scope and application of the California Public Records Act (CPRA) to your agency's records, including best practices for records retention as well as responding to public records requests. This training is primarily intended for public agency personnel who have some knowledge of and experience with the CPRA, and who are seeking to expand their understanding of the law. However, all public employees at all levels will benefit from this valuable training. We will cover the key aspects of the CPRA, including when an applicable exemption may give an agency the right to not disclose a particular record or portion of a record. The presenters will use case studies to take you through the entire process from the initial records request to retrieval of documents (particularly electronic records) to response options. There will also be updates on recent developments in the interpretation and application of the CPRA. This webinar will keep you and your agency headed in the right direction in order to avoid costly mistakes and potential litigation. Register now to stay current and to stay in compliance.

10:00 a.m. - 12:00 p.m.

\$65 CSDA member \$95 Non-member

When 4/11/2018 10:00 AM - 12:00 PM

April 11, 2018 - 7:30am - April 13, 2018 - 6:00pm

LOWER COLORADO RIVER TOUR 2018 FIELD TRIP - APRIL 11-13

Explore the lower Colorado River where virtually every drop of the river is allocated, yet demand is growing from a myriad of sources — increasing population, declining habitat, drought and climate change.

Buy Tickets

The 1,450-mile river is a lifeline to 40 million people in the Southwest across seven states and Mexico. How the Lower Basin states – Arizona, California and Nevada – use and manage this water to meet agricultural, urban,



environmental and industrial needs is the focus of this tour.

This 3-day, 2-night tour travels along the Lower Colorado River from Hoover Dam to the Salton Sea and the Coachella Valley. Along the way, experts discuss challenges related to what is the most contested, beloved for recreation and meticulously managed rivers in the USA.

What attendees say about this tour:

"This tour was so well put together. You guys did a spectacular job. The topics were relevant, the speakers good, the other participants fun and knowledgeable. You could offer consulting services on how to do tours!"

"Being able to visit places most can't, with a good explanation - Copper Basin in particular."

"Great range of speakers. Great to meet fellow tour participants. Interesting locations to visit. Intensive (in a good way)."

Stops Include:

- · Hoover Dam, featuring a private facility tour
- Lake Mead boat tour
- Central Arizona Project facilities
- Havasu National Wildlife Refuge
- · Copper Basin, Gene Pumping Plant and other Metropolitan Water District of Southern California's facilities
- · Farms in the Imperial and Coachella valleys
- The Salton Sea
- Warren H. Brock Reservoir and the All-American Canal

Topics Include:

- Drought conditions and shortage criteria in the Colorado River Basin
- Lower Basin state perspectives- Arizona, California and Nevada
- The Quantification Settlement Agreement (QSA)
- Warren H. Brock Reservoir and lining the All-American Canal
- U.S.-Mexico Minute 323
- Agricultural water use, drainage issues and salinity
- The Colorado River Basin Study
- Endangered species and the Multi-Species Conservation
- Program (MSCP)
- Salton Sea restoration project issues
- Climate change

Pricing Details:

Regular Price – \$890 (one-person single occupancy room)

Early Bird Price - \$865 if you register online by March 10. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Tour Start and End Point:

This tour travels from Las Vegas to Ontario International Airport.

There is a travel option to begin and end the tour in Ontario if you purchase the ticket called California Option. A bus will leave Ontario International Airport the afternoon of April 10 and arrive in Las Vegas that evening. The additional cost of transit and your hotel on April 10 are included in this ticket.

Cancellation and Refund Policy:

Deadline to cancel and receive a full refund is two weeks prior to the first day of the tour due to hotel, meal and transportation bookings.

Substitutions are allowed up to three business days before the tour.

Continuing Educational Credits:

Continuing education credits may be available for an additional fee for attorneys and water plant, wastewater plant operators, and other vocations/professions.

Webinar: Exercising Legislative Authority

Presenter: Morgan Foley, McDougal Love Boehmer Foley Lyon & Canlas

Join us for this informative webinar to learn about the legislative powers of a special district Board of Directors, including: the difference between an ordinance and resolution, the procedures for consideration and adoption of both, the role of special district legal counsel, common problems and suggested remedies associated with legislative actions, and recommendations to make your Board into effective legislators.

10:00 - 11:30 a.m.

\$65 CSDA member \$95 Non-member

When 4/18/2018 10:00 AM - 11:30 AM

Webinar: Gender Identity Issues in the Workplace

Presenter: Dennis Timoney, SDRMA

In 2017 Governor Brown officially made 'Non-Binary' a choice. What is this and how does this term affect your agency? What are Gender Rights? It is critical in 2018 that all Public Agency's update their Personnel Manuals to include these new Gender Terms.

10:00 - 11:30 a.m.

Free SDRMA member \$65 CSDA member \$95 Non-member

When 4/24/2018 10:00 AM - 11:30 AM

Display event - Webinar: Keys to CSDA's Sample Policy Handbook

Webinar: Keys to CSDA's Sample Policy Handbook

Presenter: Cathrine Lemaire, CSDA

Join us in exploring our current collection of sample policies and find out what's in the pipeline.

10:00 - 10:30 a.m.

Free

When 4/27/2018 10:00 AM - 10:30 AM

Webinar: GASB 75 - Preparing for the Audit

Presenters: David Alvey and Cody Smith, Maze and Associates

Preparing for Audit — OPEB and Pension Liabilities (or Assets?) – In this session, we will review the new accounting and reporting rules for Other Postemployment Benefit (OPEB) plans under GASB Statements 75, which is in effective for employers beginning in fiscal year 2017/18. Are you ready to record the Net OPEB Liability? We will go over the Plan and Employer responsibilities as well as the changes to the required disclosures and Required Supplementary Information. We will also provide a sample journal entry for the first year of implementation.

10:00 - 11:00 a.m.

\$25 CSDA member \$40 Non-member

When 5/1/2018 10:00 AM - 11:00 AM

May 8 - 11, 2018, Sacramento Valley



ACWA conferences are the premier destination for water industry professionals to learn and connect. Program offerings include Statewide Issue Forums, Town Hall discussions, Region Programs and sessions covering a wide range of topics including groundwater management, water rates issues, crisis communications, affordable drinking water issues, municipal finance, and more.

Specific details about this conference will be made available in the future. Please check back for updates.

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Beyond the Basics: Strategies for Implementing Funding

Funding for special districts throughout California continues to be a significant challenge, with important political and legal challenges. In this all-day workshop, participants will be presented with the entire process to establish new revenues, from first concept to final implementation. This interactive workshop will provide critical, "real-world" steps and important strategies, combined with case studies, on special taxes, benefit assessments, fees and charges, grants, and other approaches. This one-day intensive workshop will provide:

- Overview of the current revenue mechanisms for special districts in California
- Implementation planning, schedules and timelines
- Polling and Surveying background and approaches
- Revenue mechanisms implementation administrative, legal and political processes
- Community Outreach strategies and examples

An interactive Q&A session will follow the presentation

\$225 CSDA member \$340 Non-member

AGENDA:

Page 2 of 2

8:30 – 9:00 a.m. Registration 9:00 a.m. – 4:00 p.m. Workshop (Lunch Provided)

When 5/9/2018 9:00 AM - 4:00 PM

Where

Three Valleys Municipal Water District 1021 E. Miramar Avenue Claremont 91711 May 16, 2018 - 7:30am - May 18, 2018 - 6:00pm

BAY-DELTA TOUR 2018 FIELD TRIP - MAY 16-18

We will travel deep into California's water hub and traverse the Sacramento-San Joaquin Delta, a 720,000-acre network of islands and canals that supports the state's water system and is California's most crucial water and ecological resource. The tour will makes its way to San Francisco Bay, and included a ferry ride.



Water from Northern California flows through the Delta and heads south to provide drinking water for more than 25 million Californians and irrigation to 3 million acres of farmland that contribute to the state's \$46 billion agricultural industry.

Buy Tickets

Stops include the Delta Cross Channel, the Bay Model in Sausalito, Los Vaqueros Reservoir and Suisun Marsh. Issues discussed included Delta planning initiatives, the proposed tunnels project, water project operations, fish passage, ecosystèm restoration, levees and flood management, Delta agriculture, storage,

and drinking water quality and water supply reliability.

This 3-day, 2-night tour features experts who discuss the issues and controversies with this important resource, farmers who grow produce and environmentalists who are trying to bolster declining fish populations.

What attendees say about this tour:

What did you like best?

"Seeing the Delta with my own eyes. Getting a better handle on issues & complexity of the Delta. Thoughtful, informative speakers. The Bay Model!"

"Listening to the stories of the farmer was fascinating. Wide range of perspectives, learning about all of the amazing resources in the area, connecting with other professionals in the water industry."

"The Bay Model was simply amazing, could have spent hours there. It was just an awesome three days all together."

Stops Include:

- Delta islands and levees
- Delta Cross Channel
- Federal pumping plant at Tracy
- San Francisco Bay
- Suisun Marsh

Los Vaqueros Reservoir

State fish screens

- U.S. Army Corps of Engineers Bay Model
- Aquarium of the Bay
- Clifton Court Forebay

Topics Include:

- Delta restoration plans
- Agriculture, water rights
- · State and federal water project operations in the Delta
- · Studies and debate on Delta conveyance
- Levee integrity, subsidence and flood management
- Water project operations and efforts to protect fish
- Water quality, salt intrusion and drinking water treatment
- · Ecosystem restoration projects, wetlands and waterfowl

- Land use and planning
- Climate change and infrastructure challenges
- Los Vaqueros expansion
- Fish population and pumping restrictions

Tour Start and End Point:

This tour starts at 7:30 a.m. on May 16th and ends at 6:30 p.m. on May 18th at the Sacramento International Airport.

Pricing Details:

Regular Price - \$940 (one-person single occupancy room)

Early Bird Price - \$915 if you register online by April 16. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Cancellation and Refund Policy:

Deadline to cancel and receive a full refund is two weeks prior to the first day of the tour due to hotel, meal and transportation bookings. Substitutions are allowed up to three business days before the tour.

Continuing Educational Credits:

Continuing education credits may be available for an additional fee for attorneys and water plant, wastewater plant operators, and other vocations/professions.

Webinar: Career Building Opportunities with CSDA

Presenter: Cathrine Lemaire, CSDA

Looking to grow your career in special district administration? CSDA has tools to increase your skills, knowledge, and connections.

10:00 - 10:30 a.m.

Free

When 5/18/2018 10:00 AM - 10:30 AM

2018 Special Districts Legislative Days

Gain the edge on policy changes impacting your agency and exchange ideas with California's top decision-makers at the 2018 Special Districts Legislative Days, an interactive and informative two-day legislative conference in our State's Capitol.

Day One: Advocacy Day

7:30 a.m. – 6:30 p.m.

Get updated on what's happening in the Capitol, then join together with special district leaders from throughout California to take action on the priority issues facing special districts.

• Hear directly from State leadership on hot topics affecting local services and infrastructure.

• Participate in pre-arranged meetings with State Legislators and staff in their Capitol offices, followed by a private reception.

• Explore how decisions are really made in the Capitol and help shape their outcome.

Day Two: Policy Day

8:00 a.m. – 11:45 a.m. Gain insights from legal experts and CSDA lobbyists on the newest laws and legal challenges to come out of Sacramento.

- Connect the action in the Capitol with the implementation in your community.
- Drill into hot topics through breakout sessions on key issues, which may affect your

Page 2 of 3

district's revenue, governance, public works, or personnel.

• Find answers to your tough questions from expert panels.

HOTEL ROOM RESERVATIONS Room Reservations are available at the Hyatt Regency Sacramento, 1209 L Street, Sacramento, CA 95814 at the CSDA rate of \$199 plus tax, single or double occupancy by calling 1-800-233-1234 and asking for the "California Special Districts Association" rate. The CSDA rate includes complimentary standard wi-fi in guest rooms. The room reservation cut-off is April 30, 2018 but space is limited and rooms may sell out before this date.

When 5/22/2018 - 5/23/2018

Where Sacramento Convention Center 1400 J Street Sacramento 95814

Program Options

Select programs by Day Tuesday, 22 May 2018 Breakfast Sponsor To include tabletop display, individual signage at event and verbal acknowledgement from the stage the morning of the sponsored breakfast.

Webinar: Customer Service in the Public Sector

Presenter: TBD, CPS HR Consulting

Unlike many businesses that provide customer service, public service providers are often the only game in town. This customer service training program is designed for public employees who routinely deliver services in the field. This class will explore the Three Dimensions of Service as they apply to your agency: the human dimension, the business dimension, and the hidden dimension.

10:00 a.m. - 12:00 p.m.

\$65 CSDA member \$95 Non-member

When 6/12/2018 10:00 AM - 12:00 PM

2018 General Manager Leadership Summit

Your job as a general manager or emerging leader of a special district demands you stay current on governance best practices, state laws, human resources, operations, pensions, budgeting, risk management, policies, procedures, and more! The General Manager Leadership Summit is a way for you to come together with other special district leaders from throughout the state to network and learn more about your specific job responsibilities and emerging trends. Return to your district after two days of specialized training and education, ready to take your board relationship, staff, and district to the next level.

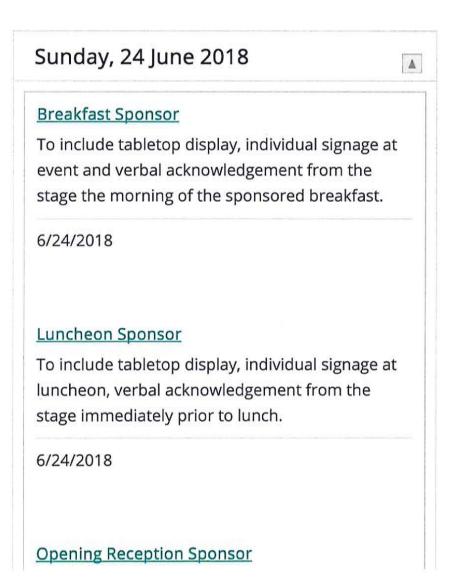
Early Bird Registration on or before May 25, 2018: \$625 CSDA member \$940 Nonmember Regular Registration after May 25, 2018: \$675 CSDA member \$1015 Nonmember

HOTEL ROOM RESERVATIONS: Hotel room reservations are available at the CSDA rate of \$179 plus tax, single or double occupancy by calling 800-403-4434 and asking for the CSDA rate. The CSDA rate includes a waived resort fee which offers complimentary internet access in guest rooms and complimentary self-parking. The room reservation cut-off is June 2, 2018 but space is limited and rooms may sell out before this date. <u>Click here</u> to make your hotel reservation.

When 6/24/2018 - 6/26/2018

Where Resort at Squaw Creek 400 Squaw Creek Road Olympic Valley 96146

Program Options



June 28, 2018 - June 29, 2018

HEADWATERS TOUR 2018 Field Trip - June 28 & 29

Sixty percent of California's developed water supply originates high in the Sierra Nevada mountains. Our water supply is largely dependent on the health of our Sierra forests, which are suffering from ecosystem degradation, drought, wildfires and widespread tree mortality. Join us as we head into the foothills and the mountains to examine water issues that happen upstream but have dramatic impacts downstream and throughout the state.



Buy Tickets

This 2-day, 1-night tour travels through the Sierra Nevada foothills, into the

mountains and around the Lake Tahoe Basin to learn about upper watersheds and what role they play in water supply and quality. We will discuss meadow restoration, forest management and tree mortality,

climate change, wildfire impacts and water quality. We will visit a meadow restoration site, Lake Tahoe, El Dorado National Forest, and the Yuba and American rivers.

Planned Stops Include:

- Lake Tahoe
- Burn sites
- El Dorado National Forest

Topics Include:

- Forest management
- · Climate change and carbon sequestration
- Meadow restoration
- · Mining impacts on water quality
- Habitat restoration and endangered species

- Meadow restoration sites
- Yuba and American rivers
- · California's tree mortality epidemic
- Water quality and urban runoff
- Wildfire impacts
- Bioenergy production
- Tourism and recreation in the Sierra Nevada

Pricing Details:

Regular Price - \$625(one-person single occupancy room)

Early Bird Price - \$595 if you register online by May 28. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Tour Start and End Point:

The tour begins on June 28 at 7:30 a.m. and ends on June 29 at 6:30 p.m. in Rancho Cordova (10 miles northeast of downtown Sacramento) at <u>GEI Consultants</u> - 2868 Prospect Park Dr #400, Rancho Cordova, CA 95670.

Free & secured parking will be available for all tour attendees. Tour spends the night of June 28 in South Lake Tahoe.

Cancellation and Refund Policy:

Deadline to cancel and receive a full refund is two weeks prior to the first day of the tour due to hotel, meal and transportation bookings. Substitutions are allowed up to three business days before the tour.

MCLE and Other Continuing Education Credits:

Continuing education credits may be available for an additional fee for attorneys and water plant, wastewater plant operators, and other vocations/professions.

TOUR SPONSORS

Association of California Water Agencies

The Association of California Water Agencies (ACWA) is the largest statewide coalition of public water agencies in the country. Its 430 public agency members collectively are responsible for 90% of the water delivered to cities, farms and businesses in California.



California Forest Watershed Alliance

Founded in 2014, the California Forest Watershed Alliance (CAFWA) is a bipartisan, urban-rural coalition representing water interests, local governments, the conservation community, agriculture, and the forestry sector, created to promote the restoration and improvement of California's forested watersheds.



REGISTRATION FOR THE 2018 ESRI UC IS NOW OPEN

Join over 18,000 of your peers at the world's largest GIS conference, offering you thousands of hours of networking, collaboration, learning, and fun.





http://www.esri.com/about/events/uc

1/2/2018

YOUR FRONT-ROW SEAT TO THE NEXT BIG THING IN GIS

ArcGIS

Explore the new paradigm for implementing a modern GIS. ArcGIS 10.5 takes mapping and analytics to the next level, unlocking the full potential of your best practices from GIS thought data.

Tips and Tricks

Learn new tips and tricks from thousands of hours of expert-led learning sessions and interactive technical workshops. Discover new leaders and return to the office with a super-charged GIS skill set!

2018 REGISTRATION RATES AND DETAILS

Attend the world's largest GIS conference.

Ready to join over 18,000 of your peers from the Esri user community in San Diego? We've got you covered.

Register on My UC

UC Registration Rates

Need help justifying your attendance? Check out the Justify Your Trip tool.	
Need help justifying your attendance? Justify Your Trip	
Justify Your Trip	
Early Bird Rate (Deadline: January 12)	\$1,395
Standard Rate (Deadline: May 25)	\$1,595
Late/Onsite (After May 25)	\$1,795
One Day	\$695
EXPO Only (Tuesday - Thursday EXPO access)	\$495
U.S. Federal Government	\$995
Business Partners – First three registrants (for each additional registrant, the current attendee rate applies)	\$1,095
Educational Institution/Nonprofit Organizations (must be part of the Esri Nonprofit Organization Program)	\$495
International Distributors visit your Distributor Portal to register	
Esri Maintenance Program Benefits Member (sign-in to your Esri Account to see if you qualify, or visit the Esri Maintenance Program	Benefits page) Complimentary

Media (send all media requests to media.help@esri.com)
Complimentary
TERMS AND CONDITIONS

What you need to register

- · Your Esri Account user name and password. If you are registering multiple attendees, you will need the Esri Account user name for each individual registrant.
- Your Esri customer number. Can't find it? We can help. Contact our registration team at 888-377-4576 or email <u>confregis@esri.com</u> with your organization name.
 Esri UC exhibitors and sponsors will need their booth number.

What's included

- Full registration includes all agenda items on all days, from Monday, July 9 to Friday, July 13. Access includes the Opening Plenary Session, EXPO, Map Gallery, breakout sessions, technical workshops, beverage breaks, and the Thursday Night Party.
- · One-day registration includes access to the full UC agenda-on the day of your choice (Monday, Tuesday, or Wednesday).
- · EXPO-only registration includes access to the UC EXPO.

Please note: One-day and EXPO-only registrations do not include the Thursday Night Party-but don't worry, tickets are available for purchase separately.

Payment details

Acceptable forms of payment include: Visa, MasterCard, American Express, and Discover credit cards.

Checks may be made payable to Esri- sent to: Attn: Conference Registration PO Box 741076 Los Angeles, CA 90074-1076

Cash will not be accepted onsite.

Need some help? See FAQ

Sexual Harassment Prevention Training

Presenters: Nate J. Kowalski, Irma Rodriguez, and Paul Z. McGlocklin, Atkinson, Andelson, Loya, Ruud & Romo

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this workshop.

\$25 CSDA member \$40 Non-member

AGENDA:

9:00 – 9:30 a.m. Registration
9:30 – 10:00 a.m. Grassroots Outreach and Legislative Updates for Special Districts
10:00 a.m. – 12:00 p.m. Professional Development Harassment Prevention Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts Alliance

https://mambars and nat/imis1/EventDatail?EventKav=UAD071212

When 7/18/2018 9:00 AM - 1:00 PM

WhereWestern Municipal Water District14205 Meridian Parkway Riverside 92518

Sexual Harassment Prevention Training

Presenter: Shelline Bennett, Liebert Cassidy Whitmore

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this workshop.

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Development Harassment Prevention Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts

When 7/25/2018 9:00 AM - 1:00 PM

WhereAvila Beach Community ServicesDistrict 100 San Luis Street Avila Beach 93424

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Sexual Harassment Prevention Training

Presenters: Traci Park and Kelly Trainer, Burke Williams Sorensen

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this workshop.

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12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts Alliance

When 8/6/2018 9:00 AM - 1:00 PM

WhereMcKinleyville Community ServicesDistrict 1620 Pickett Road McKinleyville 95519

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Sexual Harassment Prevention Training

Presenters: Jenell Van Bindsbergen, Lozano Smith

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this workshop.

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When 8/8/2018 9:00 AM - 1:00 PM

WhereRiverlakes Ranch Community Center3825 Riverlakes Drive Bakersfield 93312

Page 1 of 2

Sexual Harassment Prevention Training

Presenters: Kurt Franklin, Hanson Bridgett LLP

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this workshop.

\$25 CSDA member \$40 Non-member

AGENDA:

9:00 – 9:30 a.m. Registration
9:30 – 10:00 a.m. Grassroots Outreach and Legislative Updates for Special Districts
10:00 a.m. – 12:00 p.m. Professional Development Harassment Prevention Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts
Alliance

When 8/14/2018 9:00 AM - 1:00 PM

WhereTahoe City Public Utility District221 Fairway Drive Tahoe City 96145

Sexual Harassment Prevention Training

Presenters: Meyers Nave

AB 1825 and AB 1661 makes sexual harassment prevention training mandatory for supervisory employees and officials receiving any compensation. This legislation requires employers to ensure that all supervisors and officials receive at least two hours of sexual harassment prevention training every two years. Receive your AB 1825/AB 1661 compliance training for special districts with this workshop.

\$25 CSDA member \$40 Non-member

AGENDA:

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10:00 a.m. – 12:00 p.m. Professional Development Harassment Prevention Program (with Q&A)
12:00 - 1:00 p.m. Network discussion and lunch sponsored by the California Special Districts Alliance

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When 11/8/2018 9:00 AM - 1:00 PM

Where NFD Station 61, Berthinier Training Room 7025 Redwood Blvd Novato 94945

2018 Annual Conference & Exhibitor Showcase

The leadership conference for special districts.

The CSDA Annual Conference and Exhibitor Showcase is the one conference special district leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts.

Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over 30 breakout session options, network with your peers, and more at the leadership conference for special districts.

\$600 Early Registration / \$650 Regular
Registration CSDA member
\$900 Early Registration / \$975 Regular
Registration Non-member
Early bird registration is available through
Friday, August 24, 2018

HOTEL ROOM RESERVATIONS

The CSDA room rate at the Renaissance Indian Wells Resort & Spa is \$169 plus tax, single or double occupancy. There is an additional \$5 resort fee (normally \$30) added to the CSDA rate. This fee includes self-parking and guestroom high speed internet access. You will receive a code that will enable you to make your room reservation at the CSDA rate AFTER you have registered for the conference. All room reservations must be accompanied by a nonrefundable first night room deposit guaranteed with a major credit card. The deposit becomes non-refundable if the room reservation is cancelled after Friday, September 7, 2018. The room reservation cut-off is Friday, September 7, 2018, however, space is limited and may not be available.

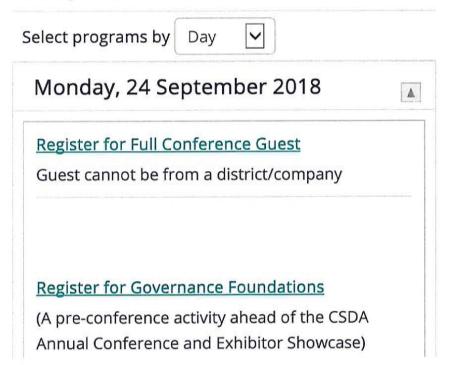
When 9/24/2018 - 9/27/2018

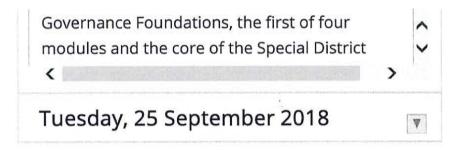
Where

Renaissance Indian Wells Resort

& Spa 44400 Indian Wells Lane Indian Wells 92210

Program Options





Martin Branches Branch Martin Statistics	Primary Menu	
SPECIAL DISTRICT RISK MANAGEMENT		
AUTHORITY		

Fall Education Day

Date	September 26, 2018 - September 26, 2018	
Agenda		
Location	Renaissance Indian Wells Resort & Spa, Indian Wells Lane, Indian Wells, CA, United States	

October 10, 2018 - October 12, 2018

NORTHERN CALIFORNIA TOUR 2018 Field Trip - October 10 - 12

Explore the Sacramento River and its tributaries through a scenic landscape as we learn about the issues associated with a key source for the state's water supply. All together, the river and its tributaries supply 35 percent of California's water and feed into two major projects: the State Water Project and the federal Central Valley Project. This year, special attention will be paid to the flood event at Oroville Dam and the efforts to repair the dam spillway before the next rainy season.



This 3-day, 2-night tour travels across the Sacramento Valley and follows the river north from Sacramento through Chico to Redding and Lake Shasta, where participants take a houseboat ride.

Buy Tickets

Experts talk about the history of the Sacramento River as the tour wends through riparian woodland, crop fields and nut orchards. The tour tracks important water issues for farming and environmental uses, visits

potential storage sites, discusses innovative programs for flood management, groundwater management

and salmon restoration.

What attendees say about the tour:

What did you like best?

"Diversity of speakers, seeing Sites Reservoir site firsthand, good food. Organization was great!"

"Seeing Chinook salmon at the Feather River, fish ladder and Sites Reservoir."

"The broad range of water issues and market sectors covered by the tour. Also appreciate the extensive experience & local knowledge of the resource speakers & site-specific speakers."

Planned Stops Include:

- Oroville Dam Visitors Center
- · Flood control projects
- · Rice fields and other agricultural operations
- Shasta Dam
- The site of the proposed Sites Reservoir

Topics Include:

- Oroville Dam damage and repair efforts
- The significance of the Sacramento River to California's water supply
- · Flood management and levee safety
- State Water Project and Central Valley Project operations
- · Restoration of endangered Chinook salmon
- · Groundwater, conjunctive use and area-of-origin water rights
- Environmental restoration projects
- Agriculture/wildlife conservancies and wildlife refuges
- · Impacts of mining on water quality
- Farming in the Sacramento Valley
- Proposed water storage locations

- Environmental restoration sites
- Feather River Fish Hatchery
- Red Bluff Fish Passage Improvement Project
- Clear Creek Restoration Project

Wetlands

Pricing Details:

Regular Price - \$890 (one-person single occupancy room)

Early Bird Price - \$865 if you register online by Sept. 10. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Tour Start and End Point:

The tour begins on October 10 at 7:30 a.m. and ends on October 12 at 6:30 p.m. at Sacramento International Airport. We will spend the nights at hotels in Oroville and Redding.

Cancellation and Refund Policy:

Deadline to cancel and receive a full refund is two weeks prior to the first day of the tour due to hotel, meal and transportation bookings. Substitutions are allowed up to three business days before the tour.

MCLE and Other Continuing Education Credits:

Continuing education credits may be available for an additional fee for attorneys and water plant, wastewater plant operators, and other vocations/professions.

TOUR SPONSORS

Bureau of Reclamation – Mid-Pacific Region

Major Sponsor

One of five Reclamation regions, the Mid-Pacific Region covers the northern two-thirds of California, most of western Nevada and part of southern Oregon. The Region places great importance on fulfilling its obligations for water delivery, water conservation, water recycling and reuse, power generation, and protecting natural and cultural resources.



California Department of Water Resources

Major Sponsor

The Department of Water Resources (DWR) is responsible for managing and protecting California's water. DWR works with other agencies to benefit the state's people, and to protect, restore and enhance the natural and human environments.



2018 Board Secretary/Clerk Conference

Earn Your Certificate OR Take Advanced Track Sessions for Returning Attendees! New sessions and speakers added each year!

Whether you are a new or an experienced board secretary/clerk, continuing education is essential to keeping current on the many aspects of your job. In an effort to expand educational opportunities for this important position in special districts and to provide an opportunity to recognize individuals who invest the time in becoming trained in the various components of the job, CSDA created this certificate program.

The Board Secretary/Clerk Certificate has become the gold standard for special district board secretaries and clerks throughout California. We invite you to participate as a firsttime attendee to earn your certificate and come back year after year to advance your knowledge of special districts through new and exciting breakout sessions tailored for you.

\$525 Early Registration / \$575 Regular
Registration SDRMA member
\$575 Early Registration / \$625 Regular
Registration CSDA member
\$865 Early Registration / \$940 Regular
Registration Non-member

Early bird registration rate is available through Friday, September 21, 2018

HOTEL ROOM RESERVATIONS

The CSDA room rate at the Lake Tahoe Resort Hotel begins at \$129 plus tax, single or double occupancy and includes the resort fee. Reservations can be made on line at www.tahoeresorthotel.com using the group code CSDA or by calling the hotel directly at 530-544-5400.

- When 10/22/2018 10/24/2018
- Where Lake Tahoe Resort Hotel 4130 Lake Tahoe Blvd South Lake Tahoe 96150

Program Options

Monday, 22 October 2018

Luncheon Sponsor

To include tabletop display, individual signage at luncheon, verbal acknowledgement from the stage immediately prior to lunch.

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10/22/2018

Reception Sponsor

October 31, 2018 - November 1, 2018

SAN JOAQUIN RIVER RESTORATION TOUR 2018 Field Trip - October 31 & November 1

Participants of this tour snake along the San Joaquin River to learn firsthand about one of the nation's largest and most expensive river restoration plans.

The San Joaquin River was the focus of one of the most contentious legal battles in California water history, ending in a 2006 settlement between the federal government, Friant Water Authority and a coalition of environmental groups.

Under the now \$1.2 billion plan, efforts are aimed at restoring flows to a 60-mile, mostly dry stretch of the San Joaquin River to revive Chinook salmon runs while reducing or avoiding adverse water supply impacts to farmers.

Buy Tickets

The 2-day, 1-night tour travels along the river from Friant Dam near Fresno to the confluence of the Merced River. As it weaves across an historic farming region, participants learn about the status of the river's restoration and how the challenges of the plan are being worked out.

What attendees said about this tour:

What did you like best?

"Good range of views and challenges."

"Good organization. Cool to see the fish released."

"It was well organized and everything ran smoothly. I appreciated this because it made the focus of the event education, rather than worrying about logistics."

Planned Stops Include:

- Friant Dam and Spillway
- Chowchilla Bifurcation and Canal
- Sack Dam
- Merced National Wildlife Refuge
- Hills Ferry Barrier on the Merced River

Topics Include:

- Central Valley Project operations
- · Current restoration activities and timeline
- · Fishery restoration goals
- Gravel mining impacts
- Historical water rights and farming
- · Potential salmon spawning and rearing areas
- Flood management planning and seepage issues
- · Construction of fish screens and fish ladders
- · Agricultural diversions and bypass control structures
- · Interim flows and impacts to agricultural lands
- · Various agency roles in restoration

Pricing Details:

- San Joaquin Trout Hatchery
- Mendota Pool
- Sand Slough Control Structure
- Eastside and Mariposa Bypasses

http://www.watereducation.org/tour/san-ioaduin-river-restoration-tour-2018



Regular Price - \$625 (one-person single occupancy room).

Early Bird Price - \$595 if you register online by Oct. 1. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Tour Start and End Point:

The tour begins on October 31 at 7:30 a.m. in Fresno and ends November 1 at 6:30 p.m. in Fresno. The tour overnights at a hotel in Los Banos.

Cancellation and Refund Policy:

Deadline to cancel and receive a full refund is two weeks prior to the first day of the tour due to hotel, meal and transportation bookings. Substitutions are allowed up to three business days before the tour.

MCLE and Other Continuing Education Credits:

Continuing education credits may be available for an additional fee for attorneys and water plant, wastewater plant operators, and other vocations/professions.

TOUR SPONSORS

Bureau of Reclamation – Mid-Pacific Region

Major Sponsor

One of five Reclamation regions, the Mid-Pacific Region covers the northern two-thirds of California, most of western Nevada and part of southern Oregon. The Region places great importance on fulfilling its obligations for water delivery, water conservation, water recycling and reuse, power generation, and protecting natural and cultural resources.



November 27 - 30, 2018, Southern California



ACWA conferences are the premier destination for water industry professionals to learn and connect. Program offerings include Statewide Issue Forums, Town Hall discussions, Region Programs and sessions covering a wide range of topics including groundwater management, water rates issues, crisis communications, affordable drinking water issues, municipal finance, and more.

Specific details about this conference will be made available in the future. Please check back for updates.

© 2018 Association of California Water Agencies

Extraordinary Leader

In partnership with CPS HR Consulting

What is extraordinary leadership? What does it look like? How does one become an extraordinary leader? These critical questions and others are addressed in this fast-paced workshop. Participants gain new insights into their strengths as well as opportunities to grow their leadership capabilities.

\$225 CSDA member \$340 Non-member

AGENDA: 8:30 - 9:00 a.m. Registration 9:00 a.m. - 4:30 p.m. Workshop (Lunch Provided)

When 12/4/2018 9:00 AM - 4:30 PM

Where CSDA Training Center 1112 | Street, Suite 250 Sacramento 95814 MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, OCTOBER 26, 2017.

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, October 26, 2017, at the Antelope Valley East Kern Water Agency at 6500 West Avenue N, Palmdale. Chair Parris called the meeting to order at 7:00 p.m.

1) Pledge of Allegiance.

At the request of Chair Parris, Commissioner Henriquez led the pledge of allegiance.

2) Roll Call.

Attendance:	Others Present:
Robert Parris, Chair	Matt Knudson, General Mngr.
Barbara Hogan, Vice Chair	Peter Thompson II, Assistant General Mngr.
Leo Thibault, Treasurer-Auditor	Tom Barnes, Resources Manager
Keith Dyas, Commissioner	Dwayne Chisam, AVEK General Mngr.
Marco Henriquez, Commissioner	James Chaisson, LCID General Mngr.
Vincent Dino, Alt. Commissioner	Danielle Henry, Administrative Assistant
	4 members of the public

EXCUSED ABSENCE-Kathy Mac Laren, Secretary

3) Adoption of Agenda.

It was moved by Commissioner Henriquez, seconded by Commissioner Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to adopt the agenda, as written.

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Consideration and Possible Action on Minutes of Regular Meeting Held September 14, 2017. It was moved by Commissioner Thibault, seconded by Commissioner Dyas, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the minutes of the regular meeting held September 14, 2017, as written.

6) Payment of Bills.

Commissioner Thibault reviewed the bills received for payment and then moved to pay the bills received as presented from PWD in the amount of \$607.15 for staff services, from AVEK in the amount of \$943.16 for staff services, from AV Web Designs in the amount of \$199.95 for the recurring monthly AVSavesWater.com website charge for October, 2017, from ACWA in the amount of \$2,635.00 for the 2018 Annual Agency Dues, and from ACWA/JPIA in the amount of \$2,183.00 for the 2017/2018 Insurance Liability Program. The motion was seconded by Commissioner Hogan and unanimously carried by all members of the Board of Commissioners present at the meeting.

7) Presentation on AVEK's West Side Water Bank Project (WSSP-2) – Mitigation and Reporting Plan Update. (Ben Horn, AECOM)

Mr. Ben Horn, of AECOM, provided a detailed overview of AVEK's West Side Water Bank Project (WSSP-2) including the project background and location, the environmental mitigation measures, the construction contracts, the air quality regulation compliance, the biological and cultural resources, the storm water pollution prevention plan, the mosquito abatement, and the groundwater well locations for water quality and level monitoring followed by a brief discussion of the water banking capacity and the solar energy used for the WSSP-2 Project.

8) Discussion and Possible Action on 2018 SMART Landscaping Expo. (Chair Parris)

Chair Parris stated that AVEK will be scheduling a Water Conservation Committee meeting with representatives from each member agency to begin the planning process for the 2018 SMART Landscaping Expo.

9) Discussion and Possible Action on Continuation of Joint Funding Agreement with USGS. (General Manager Knudson) General Manager Knudson stated that the draft Memorandum of Understanding for the Integrated Regional Water Master Plan Advisory Committee (IRWMP) includes a 25% contribution towards future USGS Joint Funding Agreements; that a request for an additional 25% contribution will be presented to the Antelope Valley Watermaster Board (AVWB) in November; and that future USGS Joint Funding Agreement costs would be reduced by half for the Association with the approved participation from IRWMP and AVWB.

10) Discussion and Possible Action on AVSWCA.org and AVSavesWater.com websites. (General Manager Knudson)

Resources Manager Barnes provided a brief overview of the web traffic statistics associated with the AVSavesWater.com website, and after a brief discussion of website maintenance costs, of website content, and of domain name rights for AVSWCA.org and AVSavesWater.com, it was moved by Commissioner Henriquez, seconded by Commission Hogan, and unanimously carried by all members of the Board of Commissioners present at the meeting to add the conservation content and resource links hosted on the AVSavesWater.com website to the AVSWCA.org website and to end services provided by AV Web Designs for the AVSavesWater.com website.

11) Consideration and Possible Action on Participation with Public Water Agencies Group. (Chair Parris)

General Manager Knudson stated that Lagerlof, Senecal, Gosney and Kruse, LLP welcomes the Association to participate with the Public Water Agencies Group (PWAG), and after a brief discussion of the PWAG membership costs and of the frequency of PWAG meetings, it was moved by Commissioner Dyas, seconded by Commissioner Henriquez, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the Association's participation with PWAG.

12) Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings. (Chair Parris/General Manager Knudson)

a) Member Agency Joint Projects.

b) Regional Exchange of Water.

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ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION OCTOBER 26, 2017 REGULAR MEETING

Chair Parris stated that the AVSWCA Strategic Water Plan Ad Hoc Committee met on October 25, 2017; that Mark Beuhler of CIM provided a presentation on Prop. 1 Water Banking; that potential joint projects, including a turnout at Littlerock Creek, were discussed; that AVEK is pursuing a contract for GIS mapping; and that the next meeting is scheduled for December 6, 2017.

13) Report of General Manager.

a) Update on Antelope Valley Watermaster Meetings.

General Manager Knudson stated that the next Antelope Valley Watermaster Advisory Committee meetings are scheduled for November 15, 2017 at 10 a.m. at AVEK and on December 6, 2017 at 10 a.m. at AVEK; that the Committee selected an attorney for the Watermaster at the meeting held on October 25, 2017; that a professional services agreement with the attorney will be presented at the November meeting; and that the Committee is working with the Watermaster Engineer to develop rules and regulations followed by a brief discussion of water supply, demand and storage capacity.

b) Update on AV-IRWMP Stakeholder Meeting.

General Manager Knudson stated that the next Stakeholders' meeting for the Antelope Valley Integrated Regional Water Management Plan is scheduled for November 1, 2017 at 9:30 a.m. at the City of Palmdale and that the focus of the meeting will be the Proposition 1 grant process for the update of regional planning documents.

14) Report of Controller.

a) Update on Revenue, Expenses and Change in Net Position.

General Manager Knudson provided a brief update on the Association's revenue, expenses and change in net position.

15) Reports of Commissioners.

Commissioner Thibault stated that he will not be attending the 2017 ACWA Fall Conference this year.

General Manager Knudson then briefly reviewed a letter received from Mr. Steven LaMar, Director for Irvine Ranch Water District, requesting the Association's support for his candidacy to serve as ACWA Vice President for the 2018-19 term followed by a brief discussion of ACWA leadership roles.

There were no further reports.

16) Report of Attorney.

No attorney was present.

17) Commission Members' Requests for Future Agenda Items.

It was determined that "Discussion and Possible Action on 2018 SMART Landscaping Expo," "Discussion and Possible Action on future Joint Funding Agreement with USGS," and "Status Update on AVSWCA Strategic Water Plan Ad Hoc Committee Meetings" will remain on the next meeting agenda.

There were no further requests for future agenda items.

18) Consideration and Possible Action on Scheduling the Next Association Meeting.

It was determined that the next regular meeting of the Association will be held on December 14, 2017 at 7:00 p.m. at Palmdale Water District.

19) Adjournment.

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 8:03 p.m.

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MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, NOVEMBER 16, 2017:

A meeting of the Finance Committee of the Palmdale Water District was held Thursday, November 16, 2017, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Henriquez called the meeting to order at 4:31 p.m.

1)	Roll Call.	
	Attendance:	Others Present:
	Finance Committee:	Dennis LaMoreaux, General Manager
	Marco Henriquez, Chair	Mike Williams, Finance Manager
	Robert Alvarado, Committee	Judy Shay, Public Affairs Director
	Member	Dennis Hoffmeyer, Accounting Supervisor
		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 October 23, 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 October 23, 2017, as written.

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

NOVEMBER 16, 2017 FINANCE COMMITTEE MEETING

Financial Advisor Egan reviewed the investment funds report as of September, 2017, including the principal and interest bond payment, treasury notes, and remaining 2013A Water Revenue Bond funds and then provided an overview of the cash flow statement, including the planned principal and interest bond payments and projected 2017 year-end balance followed by discussion of assessments.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for September, 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 September, 2017 and stated that most departments are operating at or below the targeted expenditure percentage of 75% followed by discussion of GAC purchases and State Water Project water purchases.

4.4) Discussion and Overview of Committed Contracts Issued and Water Revenue Bond Projects. (Finance Manager Williams)

Finance Manager Williams provided an overview of the updated Contractual Commitments and Needs for 2017 Report for capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, available funding sources, and remaining Water Revenue Bond Series 2013A funds and payments to date followed by discussion of the Upper Amargosa Recharge Project.

4.5) Discussion of Publicizing Completed 2017 Budget Departmental Projects and Proposed Projects for the 2018 Budget. (Committee Member Alvarado)

Finance Manager Williams stated that completed 2017 Budget departmental projects and proposed projects for the 2018 Budget are included in the budgets and that accomplishments and goals can be used as press releases after which the Committee recommended the public be informed of District projects.

4.6) Discussion and Review of 2018 Budget. (Chair Henriquez/Finance Manager Williams)

Finance Manager Williams stated that the 2018 Budget has been approved and should be distributed by the end of 2017 followed by discussion of the projected 2017 year-end balance.

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 October, 2016 through September, 2017 is 1.41 and meets the required Debt Service Coverage followed by discussion of increasing the Debt Service Coverage as additional debt is acquired, the State Revolving Fund application, and Palmdale Recycled Water Authority projects.

5.2) Other.

Chair Henriquez inquired about the CalPERS account for unfunded liability, and after a brief discussion, it was recommended that this issue be included on the next agenda for discussion.

General Manager LaMoreaux then stated that the wind turbine has been repaired and is operational, which will help reduce electricity costs for the water treatment plant.

There were no other information items.

6) Board Members' Requests for Future Agenda Items.

Chair Henriquez requested an item be included on the next agenda for "Discussion of contribution to CalPERS account for unfunded liability."

General Manager LaMoreaux recommended an item be included on the next agenda for "Consideration and possible action on approval of the Investment Policy."

Committee Member Alvarado requested an item be included on the next agenda for "Update on the previous report of all unexpected expenditures through 2017."

There were no further requests for future agenda items.

NOVEMBER 16, 2017 FINANCE COMMITTEE MEETING

It was then determined that the next Finance Committee meeting will be held December 11, 2017 at 4:30 p.m.

7) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 5:15 p.m.

Minung Chair