



PALMDALE WATER DISTRICT
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



May 9, 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
MONDAY, MAY 14, 2018
6:00 p.m.

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

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

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

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

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

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

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.

- 4) Public comments for non-agenda items.
- 5) Presentations:
 - 5.1) Littlerock Creek Irrigation District leak. (Facilities Manager Moore)
 - 5.2) Certificate of Appreciation – Facilities Manager Moore. (President Dino)
- 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 April 23, 2018.
 - 6.2) Approval of minutes of special meeting held May 3, 2018.
 - 6.3) Payment of bills for May 14, 2018.
 - 6.4) Approval of Amendment No. 2 to General Manager Employment Agreement dated July 30, 2015. (Budgeted – President Dino)
- 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 Change Order No. 1 to Specification No. 1701 being the construction of the Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing. (\$115,844.93 – Budgeted – Project Manager Thompson)
 - 7.2) Consideration and possible action on approval of contract Amendment No. 2 with ESA Associates for the 2016 Water System Master Plan Program Environmental Impact Report. (\$20,320.00 – Budgeted – Engineering/Grant Manager Riley)
 - 7.3) Consideration and possible action on approval of contract amendment with Stantec to provide hydraulic modeling support for the 2016 Water System Master Plan. (\$9,510.00 – Non-budgeted – Engineering/Grant Manager Riley)
 - 7.4) Consideration and possible action on rescheduling second Regular Board Meeting in May due to the Memorial Day holiday and declaring May 29, 2018 as a regular meeting of the Water District and the Public Financing Authority. (General Manager LaMoreaux)
 - 7.5) Adjourn to Public Financing Authority Board meeting. (President Dino)
 - 7.6) Consideration and possible action on District employee appreciation events. (\$35,000.00 – Budgeted – Human Resources Director Emery/Director Mac Laren)
 - 7.7) 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) None at this time.

- 8) Information Items:
 - 8.1) Finance Reports:
 - a) Status report on Cash Flow Statement and Current Cash Balances as of March 2018. (Financial Advisor Egan/Finance Committee)
 - b) Status report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for March 2018. (Finance Manager Williams/Finance Committee)
 - c) Status report on committed contracts issued. (Finance Manager Williams/Finance Committee)
 - 8.2) Reports of Directors:
 - a) Meetings/General Report.
 - b) Standing Committee/Assignment Reports (Chair):
 - 1) Finance Committee.
 - 8.3) Report of General Manager.
 - 8.4) Report of General Counsel.
- 9) Public comments on closed session agenda matters.
- 10) Break prior to closed session.
- 11) Closed session under:
 - 11.1) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel regarding existing litigation to which the District is a party. The title of such litigation is as follows: *Antelope Valley Ground Water Cases*.
- 12) Public report of any action taken in closed session.
- 13) Board members' requests for future agenda items.
- 14) Adjournment.



MICHAEL A. WILLIAMS,
Finance Manager

DDL/MAW/dd

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

DATE: May 7, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 5.1 – PRESENTATION ON LITTLE ROCK CREEK
IRRIGATION DISTRICT LEAK. (FACILITIES MANAGER MOORE)***

The Littlerock Creek Irrigation District recently experienced a major water main leak in their service area. They called upon the Palmdale Water District for assistance. Facilities Manager Moore will be presenting photographs of this cooperative effort at the Board meeting.



Certificate of Appreciation



The Palmdale Water District Hereby Expresses Sincere Appreciation to
Timothy M. Moore

for your outstanding performance and dedication during your 29 years of service to the Palmdale Water District. Your contributions to the District from your starting position as a Meter Reader to your current position as Facilities

Manager have been invaluable to the success of the District's operations.

The Board of Directors wishes you well in your future endeavors and offers our sincere thanks this 14th day of May, 2018.

Vincent Dino, President

Kathy Mac Laren, Vice Pres.

Marco Henriquez, Treasurer

Joe Estes, Secretary

Robert Alvarado, Director



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

DATE: May 9, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.4 – APPROVAL OF AMENDMENT NO. 2 TO GENERAL
MANAGER EMPLOYMENT AGREEMENT DATED JULY 30, 2015. (GENERAL
MANAGER LAMOREAUX)***

The attached Contract Amendment No. 2 to the General Manager Employment Agreement dated July 30, 2015 is attached. Amendment No. 2 was prepared based on the outcome of the General Manager evaluation conducted on May 3, 2018 and authorizes an 8.8% increase to the General Manager base pay, which is 15% above the midpoint salary range of the Assistant General Manager, and authorizes a 3.8% cost of living increase.

Contract Amendment No. 2 is attached for the Board's consideration.

Supporting Documents:

- Second Amendment to the General Manager Employment Agreement between Palmdale Water District and Dennis D. LaMoreaux

**SECOND AMENDMENT TO THE
GENERAL MANAGER EMPLOYMENT AGREEMENT
BETWEEN PALMDALE WATER DISTRICT AND DENNIS D. LAMOREAUX**

This SECOND AMENDMENT TO THE GENERAL MANAGER EMPLOYMENT AGREEMENT BETWEEN PALMDALE WATER DISTRICT AND DENNIS D. LAMOREAUX (the “Second Amendment”) is made and entered into on May 14, 2018, by and between the PALMDALE WATER DISTRICT, an irrigation district organized and existing under Division 11 of the California Water Code, a (hereinafter the “District”), and DENNIS D. LaMOREAUX, an individual (hereinafter the “General Manager”).

RECITALS

WHEREAS, on May 13, 2015, the District entered into that certain General Manager Employment Agreement Between Palmdale Water District And Dennis D. LaMoreaux (the “Agreement”), to be effective July 30, 2015; and

WHEREAS, on July 26, 2017 the District and General Manager entered into the First Amendment to the Agreement;

WHEREAS, Section 4.2 of the Agreement provides that if General Manager receives a satisfactory performance evaluation from the Board, then his annual base salary shall be increased by the percentage increase in the Consumer Price Index for All Urban Consumers (CPI-U) for Los Angeles-Riverside-Orange County for the prior calendar year, plus any additional merit-based increase that may be provided in the Board’s discretion; and

WHEREAS, in January 2018 the Bureau of Labor Statistics introduced a new CPI-U geographic revision with a separate index for the Los Angeles Area;

WHEREAS, on May 3, 2018, the District Board of Directors (“Board”) conducted a performance evaluation of the General Manager pursuant to Section 5.2 of the Agreement; and

WHEREAS, the Board is satisfied with the performance of General Manager, and desires to provide General Manager a 3.8 percent cost of living adjustment to General Manager’s base salary, equivalent to the estimated CPI-U for Los Angeles Area from March 2017 to June 2018; and

WHEREAS, the Board also desires to set the base salary for the general manager position at a rate 15 percent higher than the midpoint for the assistant general manager position (which midpoint is \$202,488.50); and

WHEREAS, Section 8.2 of the Agreement allows for any amendment, alteration, extension or modification to the Agreement in writing, signed by the parties hereto, and approved by the affirmative vote of three (3) members of the Board at a public meeting with the written consent of the General Manager; and

WHEREAS, the General Manager desires to accept these employment terms as such from the District and has provided his written consent to the following terms and conditions in this Second Amendment; and

NOW, THEREFORE, in consideration of the mutual covenants contained herein, District and General Manager hereby agree as follows:

AGREEMENT

SECTION 1. The above recitals are incorporated by reference as if set forth in full herein.

SECTION 2. Section 4.1 of the Agreement is hereby amended to read in its entirety as follows:

“4.1 Annual Base Compensation. Effective May 3, 2018, General Manager’s base salary shall be increased to the amount that is fifteen percent (15%) higher than the current midpoint of the salary for the assistant general manager position, plus a cost-of-living adjustment of 3.8 percent (3.8%) consistent with the CPI-U for the Los Angeles Area from March 2017 to March 2018. The new base salary shall be Two Hundred Forty One Thousand Seven Hundred Ten Dollars and Fifty Two Cents (\$241,710.52). General Manager’s salary may be adjusted from time-to time in accordance with Section 4.2 hereinafter, or as this Agreement may be amended. Such salary shall be payable in twenty-six (26) equal installments at the same time as other Department Head employees of District are paid. Such salary shall be adjusted for payroll taxes, workers’ compensation, and other payroll-related liability costs.”

SECTION 3. Except as expressly amended by this Second Amendment, the underlying terms, conditions, and compensation of General Manager by District as and for his employment as General Manager shall be as set forth in the Agreement (as amended by the First Amendment).

IN WITNESS WHEREOF, the PALMDALE WATER DISTRICT has caused this Second Amendment to be signed and executed on its behalf by its President, and duly attested by its officers thereunto duly authorized, and GENERAL MANAGER has signed and executed this Agreement, both in duplicate.

Palmdale Water District

Vincent Dino, President

Dated: _____

APPROVED AS TO FORM:

Eric L. Dunn, General Counsel

Dated: _____

GENERAL MANAGER

Dennis D. LaMoreaux

Dated: _____

[END OF SIGNATURES]

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

DATE: May 7, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Peter Thompson, Project Manager
VIA: Mr. James Riley, Engineering/Grant Manager
Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON
CHANGE ORDER NO. 1 TO SPECIFICATION NO. 1701 BEING THE
CONSTRUCTION OF THE PALMDALE REGIONAL GROUNDWATER
RECHARGE AND RECOVERY PROJECT: PHASE 2 TESTING. (\$115,844.93 –
BUDGETED – PROJECT MANAGER THOMPSON)***

Recommendation:

Staff recommends that the Board approve Change Order No. 1.

Alternative Options:

None

Background:

Proposed Change Order No. 1 consists of additional work performed at extra cost and contract days as well as credit for work removed from the contract as follows:

- Increase of well casing size from 4” to 5” and of well depth by 15’ to accommodate pump size and depth. **\$14,406.89**
- Increase of well depth by 30’ due to well redesign. **\$14,793.98**
- Additional temporary water pipeline and fencing fees due to extended basin testing. **\$11,860.85**
- Additional, unforeseen well development. **\$22,966.45**
- Additional earthwork quantities not shown on plans. **\$81,841.76**
- Additional temporary water pipeline rental fees for footage not shown on plans. **\$14,125.00**
- Deletion of aggregate base from contract. **\$26,500.00** (credit)
- Deletion of basin regrading. **\$4,950.00** (credit)
- Additional contract days for District induced increase to project scope and delays. 72 days

Total additional costs related to Change Order No.1: **\$115,844.93**

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 1- Water Resource Reliability
This item directly relates to the District’s Mission Statement.

Budget:

This project is under Budget Item No. NB01

Supporting Documents:

- Change Order No. 1
- Contractor’s change order requests - COR 1-4
- Project Bid Schedule including line item bid amounts.

CHANGE ORDER

No. 1

PROJECT Construction of the Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing

DATE OF ISSUANCE April 19, 2018

EFFECTIVE DATE April 19, 2018

OWNER Palmdale Water District

OWNER's Contract No. Specification No. 1701

CONTRACTOR Environmental Construction, Inc.

ENGINEER P.W.D.

You are directed to make the following changes in the Contract Documents.

Description: Additional costs due to: increase in well casings from 4" to 5" and depths by 15 feet (\$14,406.89), increase well depths by 30 feet (\$14,793.98), Additional well development, (22,966.45), additional temporary water pipeline and fencing rental fees (\$11,860.85), additional earthwork quantities (\$81,841.76), and additional temporary water pipeline rental fees (\$1425.00). Credit for: deletion of aggregate base (\$26,500) and basin regrading (\$4,950.00). Additional days for District induced increase to project scope and delays (72 days).

Reason for Change Order: Original well casing size and depth was inadequate and revised by the District. Temporary water pipeline length was greater than shown on plans. Basin test duration was extended by the District. affecting rental costs for piping and fencing. Earthwork quantities exceeded those show on plans. Unnecessary work was deleted by the District.

Attachments: Environmental Construction, Inc. Change Order Forms

Contractor's Bid Schedule showing line item bid amounts

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price \$ <u>427,490.00</u>	Original Contract Times Completion: <u>90 Days – January 20, 2018</u>
Net Changes from previous Change Orders No. <u>0</u> to No. <u>0</u> \$ <u>0.00</u>	Net Changes from previous Change Orders No. <u>0</u> to No. <u>0</u> <u>0 – Day Extension</u> Days
Contract Price prior to this Change Order \$ <u>427,490.00</u>	Contract Times prior to this Change order Completion: <u>90 Days – January 20, 2018</u> Days
Net Increase (decrease of this Change Order) \$ <u>115,844.93</u>	Net Increase (decrease of this Change Order) <u>72 – Day Extension</u> Days
Contract Price with all approved Change Orders \$ <u>543,334.93</u>	Contract Times with all approved Change Orders Completion: <u>222 Days – April 2, 2018</u>

CHANGE ORDER

No. 1

PROJECT Construction of the Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing

DATE OF ISSUANCE April 19, 2018

EFFECTIVE DATE April 19, 2018

OWNER Palmdale Water District

OWNER's Contract No. Specification No. 1701

CONTRACTOR Environmental Construction, Inc.

ENGINEER P.W.D.

RECOMMENDED:

By: James A. Riley
PWD, Engineering Manager

Date: 4/23/18

APPROVED:

By: _____
PWD, General Manager

Date: _____

ACCEPTED:

By: Shawn Horton
Contractor (Authorized Signature)

Date: 4/19/18

ENVIRONMENTAL CONSTRUCTION, INC.

General Engineering Contractors
21550 Oxnard Street Suite #1050
Woodland Hills, CA 91367
818-449-8920

July 18, 2017

Peter Thompson
PWD
Palmdale Groudwater Recharge
2029 East Avenue Q,
Palmdale, CA 933550

Re: COR 01 – Plan Revisions to Spec No. 1701

Mr. Thompson,

The following is the change order request for the additional work needed for the CO 1 Issued July 6th 2017 from the Palmdale Water District including the increseing of Well casing to 5" and incresing the bore hole size to 12".


Total for all requested extra work is \$14,406.89

If you need or require any further information regarding this correspondence please contact our office at your convenience.

Sincerely,



Environmental Construction, Inc.
Camryn Mellott
Project Engineer

PALMDALE WATER DISTRICT	
<input checked="checked" type="checkbox"/>	APPROVED
<input type="checkbox"/>	APPROVED AS NOTED
<input type="checkbox"/>	DISAPPROVED
	
8/16/17 DATE	

COR 1

Labor	Hours	Rate	Cost
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Labor			\$ -

Equipment	Hours	Rate	Cost
			\$ -
			\$ -
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Equipment			\$ -

Subcontractor	Quantity	Unit	Rate
Abundant Water Wells	1	LS	\$13,585.00
Subtotal			\$ -
Mark Up 10%			\$ -
Mark Up 5%			\$ 679.25
Total			\$14,264.25

Materials	Quantity	Unit	Rate	Cost
				\$ -
				\$ -
				\$ -
				\$ -
Subtotal				\$ -
Mark Up				\$ -
Total Material				\$ -

Labor Total				\$ -
Equipment Total				\$ -
Subcontractor Total				\$14,264.25
Material Total				\$ -
Subtotal				\$ 14,264.25
Bond				\$ 142.64

Total Cost This Request				\$ 14,406.89
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ABUNDANT WATER WELLS, INC.
PO BOX 700
LEONA VALLEY, CA 93551
LICENSE # 981850 / C-57

BID FOR PALMDALE REGIONAL GROUNDWATER RECHARGE
ADDITIONAL CHARGES PER DRAWING CHANGES

Drill and Construct MW-1A to the diameter and depth shown on the drawings. Include drilling, installation of casing and appurtenances. E-log, well development, submersible pump, level transducer, video survey, and wellhead construction. \$6,215.00

Drill and Construct MW=1B to the diameter and depth shown on the drawings. Include drilling, installation of casing and appurtenances, well development, submersible pump, video survey, and wellhead construction. \$3,960.00

Drill and Constrict MW-1C to the diameter and depth shown on the drawings. Include drilling, installation of casing and appurtenances, well development, submersible pump, video survey, and wellhead construction. \$3,410.00

Regards,

Loren Worthington

ENVIRONMENTAL CONSTRUCTION, INC.

General Engineering Contractors
21550 Oxnard Street Suite #1050
Woodland Hills, CA 91367
818-449-8920

January 4, 2018

Peter Thompson
PWD
Palmdale Groudwater Recharge
2029 East Avenue Q,
Palmdale, CA 933550

Re: COR 02R1 – Additional Drilling

Mr. Thompson,

The following is the change order request for the additional drilling of 30 ft for each well from the Palmdale Water District price includes the new E-Log for Well 1A. See attached breakdown.

Total for all requested extra work is \$14,793.98


In Addition, the re-drilling of MW-1A will be charged at a rate of \$341.25 per hour plus mud additives.

If you need or require any further information regarding this correspondence please contact our office at your convenience.

Sincerely,

Shawn Horton

Environmental Construction, Inc.
Shawn Horton
Project Manager

PALMDALE WATER DISTRICT	
<input checked="checked" type="checkbox"/>	APPROVED
<input type="checkbox"/>	APPROVED AS NOTED
<input type="checkbox"/>	DISAPPROVED
	
1/4/18 DATE	

COR 2

Labor	Hours	Rate	Cost
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Labor			\$ -

Equipment	Hours	Rate	Cost
			\$ -
			\$ -
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Equipment			\$ -

Subcontractor	Quantity	Unit	Rate
Abundant Water Wells - MW-1A	30	155	\$4,650.00
Abundant Water Wells - MW-1B	30	155	\$4,650.00
Abundant Water Wells - MW-1C	30	155	\$4,650.00
Subtotal			\$13,950.00
Mark Up 5%			\$ 697.50
Total			\$ 14,647.50

Materials	Quantity	Unit	Rate	Cost
				\$ -
				\$ -
				\$ -
				\$ -
Subtotal				\$ -
Mark Up				\$ -
Total Material				\$ -

Labor Total				\$ -
Equipment Total				\$ -
Subcontractor Total				\$14,647.50
Material Total				\$ -
Subtotal				\$ 14,647.50
Bond				\$ 146.48

Total Cost This Request				\$ 14,793.98
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ENVIRONMENTAL CONSTRUCTION, INC.

General Engineering Contractors
21550 Oxnard Street Suite #1050
Woodland Hills, CA 91367
818-449-8920

March 1, 2018

Peter Thompson
PWD
Palmdale Groudwater Recharge
2029 East Avenue Q,
Palmdale, CA 933550

Re: COR 03 – Additional Well Development

Mr. Thompson,

The following is the change order request for the additional work requested by the Palmdale Water District to be completed on T&M (Well Development)


Total for all requested extra work is \$22,966.45

If you need or require any further information regarding this correspondence please contact our office at your convenience.

Sincerely,

Shawn Horton

Environmental Construction, Inc.
Shawn Horton
Project Manager

PALMDALE WATER DISTRICT	
<input checked="checked" type="checkbox"/>	APPROVED
<input type="checkbox"/>	APPROVED AS NOTED
<input type="checkbox"/>	DISAPPROVED
	
3/5/12 DATE	

COR 3

Labor	Hours	Rate	Cost
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Labor			\$ -

Equipment	Hours	Rate	Cost
			\$ -
			\$ -
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Equipment			\$ -

Subcontractor	Quantity	Unit	Rate
Abundant Water Wells - MW-1A	1	LS	\$21,656.25
Subtotal			\$21,656.25
Mark Up 5%			\$ 1,082.81
Total			\$ 22,739.06

Materials	Quantity	Unit	Rate	Cost
				\$ -
				\$ -
				\$ -
				\$ -
Subtotal				\$ -
Mark Up				\$ -
Total Material				\$ -

Labor Total				\$ -
Equipment Total				\$ -
Subcontractor Total				\$22,739.06
Material Total				\$ -
Subtotal				\$ 22,739.06
Bond				\$ 227.39

Total Cost This Request				\$ 22,966.45
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ENVIRONMENTAL CONSTRUCTION, INC.

General Engineering Contractors
21550 Oxnard Street Suite #1050
Woodland Hills, CA 91367
818-449-8920

April 2, 2018

Peter Thompson
PWD
Palmdale Groudwater Recharge
2029 East Avenue Q,
Palmdale, CA 933550

COPY

Re: COR 4 – Additional Rental Fees

Mr. Thompson,

The following is the change order request for the additional waterline rental,
and fencing.

Total for all requested extra work is

\$11,860.85

If you need or require any further information regarding this correspondence please
contact our office at your convenience.

Sincerely,

Shawn Horton

Environmental Construction, Inc.
Shawn Horton
Project Manager

WO NO 12-400

OK TO PAY \$11,860.85

PKT 4/2/18

COR 4

Labor	Hours	Rate	Cost
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Labor			\$ -

Equipment	Hours	Rate	Cost
			\$ -
			\$ -
			\$ -
Subtotal			\$ -
Mark Up			\$ -
Total Equipment			\$ -

Subcontractor	Quantity	Unit	Rate
Sunbelt - Waterline	1	LS	\$10,926.74
So Cal Fencing	1	LS	\$257.47
Subtotal			\$11,184.21
Mark Up 5%			\$ 559.21
Total			\$ 11,743.42

Materials	Quantity	Unit	Rate	Cost
				\$ -
				\$ -
				\$ -
				\$ -
Subtotal				\$ -
Mark Up				\$ -
Total Material				\$ -

Labor Total				\$ -
Equipment Total				\$ -
Subcontractor Total				\$11,743.42
Material Total				\$ -
Subtotal				\$ 11,743.42
Bond				\$ 117.43

Total Cost This Request				\$ 11,860.85
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BID SCHEDULE

SPECIFICATION NO.1701

Schedule of Prices for Construction of the
Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing
for
Palmdale Water District

Item	Description	Quantity	Unit	Unit Price	Item Amount
1	Mobilization	1	LS	N/A	\$17,000
2	Earthwork including mechanical blading of access road, grading of monitoring well site, and construction and compaction of infiltration test basin berms.	1,850	CY	\$2.00	\$96,200
3	Installation of 6-inches of aggregate base for monitoring well site and access road	265	CY	100	\$26,500
4	Temporary 10-inch potable pipeline for 30 days including 10-inch pressure reducing valve at water source. Include installation and removal of temporary piping and valve.	2,640	LF	15	\$39,600
5	Drill and Construct MW-1A to the diameter and depth shown on the drawings. Include drilling, installation of casing and appurtenances, E-log, well development, submersible pump, level transducer, video survey, and wellhead construction	1	LS	N/A	\$97,700
6	Drill and Construct MW-1B to the diameter and depth shown on the drawings. Include drilling, installation of casing and appurtenances, well development, submersible pump, video survey, and wellhead construction.	1	LS	N/A	\$61,700
7	Drill and Construct MW-1C to the diameter and depth shown on the drawings. Include drilling, installation of casing and appurtenances, well development, submersible pump, video survey, and wellhead construction.	1	LS	N/A	\$89,500

PROPOSAL
PAGE P-4

BID SCHEDULE (CONT.)

SPECIFICATION NO.1701

Schedule of Prices for Construction of the
Palmdale Regional Groundwater Recharge and Recovery Project: Phase 2 Testing
for
Palmdale Water District

Item	Description	Quantity	Unit	Unit Price	Item Amount
8	Obtain construction water from fire hydrant located 9 miles away, as shown in Appendix A.	1	LS	N/A	\$ 1,000
9	Infiltration Test Basin site work including rip-rap and level gauge installation.	1	LS	N/A	\$ 18,340
10	Re-grade infiltration test basin upon project completion to remove berms. Dispose of rip-rap off-site.	1	LS	N/A	\$ 4,950
11	All work indicated but not shown in Items 1-10 above.	1	LS	N/A	\$ 5,000

Total Bid Price: \$427,490

Total Bid Price:

Four Hundred Twenty-Seven thousand four hundred ninety dollars

(use words)

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

DATE: May 7, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. James A. Riley, Engineering/Grant Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF CONTRACT AMENDMENT NO 2 WITH ESA ASSOCIATES FOR THE 2016 WATER SYSTEM MASTER PLAN PROGRAM ENVIRONMENTAL IMPACT REPORT (\$20,230.00 – BUDGETED – ENGINEERING/GRANT MANAGER RILEY)***

Recommendation:

Staff recommends that the Board: Approve contract amendment No. 2 with ESA Associates to complete the 2016 Water System Master Plan Program Environmental Report in the amount of \$20,230.

Alternative Options:

The District is required by California Assembly Bill 52 to accommodate a Native American Tribe whose ancestral land could be impacted by infrastructure. The San Manuel Indian Band has asked that this work be done to avoid impact on historical cultural resources.

Impact of Taking No Action:

Have staff to direct consultant to finish the EIR as it presently stands. This would cause conflict with the San Manuel Band of Indians

Background:

ESA was selected by Palmdale Water District (PWD) to prepare a Program Environmental Impact Report (PEIR) for the Water System Master Plan (WSMP). The Notice of Preparation (NOP) was released in January 2017, and ESA held a scoping meeting in March 2017. ESA compiled the Administrative Draft PEIR (ADEIR) throughout 2017, conducting biological and cultural resources surveys and completing all environmental analysis required by the California Environmental Quality Act (CEQA).

The cultural resources assessment report was reviewed by the San Manuel Band of Mission Indians (San Manuel). San Manuel commented that the pipeline associated with the ES-01 project feature is possibly located along a travel corridor from the village of Jotatbit (just southwest of present-day Lake Palmdale) to the village of Giribit to the northwest. Specifically, San Manuel identified an approximately 900-foot long east-west trending segment of the pipeline located immediately

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager

May 7, 2018

west of the intersection of Tovey Ave. and W. Ave. S-14 as overlapping the possible travel corridor. As such, San Manuel requested that an Extended Phase I testing program (i.e., presence/absence testing) be conducted along the approximately 900-foot long east-west trending pipeline portion of ES-01 prior to completion of the Draft PEIR.

See attached work plan for scope of work

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 3 – Systems Efficiency – Implement 2016 Water Master Plan.

This item directly relates to the District’s Mission Statement.

Budget:

This project is under Budget Item No. 14-404.

Supporting Documents:

- Scope of Work from ESA Associates

SCOPE OF WORK AMENDMENT NO. 2

This scope of work provides the following three tasks to be carried out in support of Extended Phase I testing to identify the presence/absence of cultural resources within the 900-foot long ES-01 pipeline segment.

Task 1: Extended Phase I Work Plan

ESA will prepare a work plan to guide the Extended Phase I testing program. The work plan will outline the goals of the investigation; field methods to be employed (including a map depicting proposed hand excavation locations); laboratory procedures; reporting requirements; provisions for Native American monitoring; and regulations and procedures to be enacted in the event of the discovery of human remains. A draft work plan will be submitted to PWD for review and comment. The work plan will also be provided to any Native American representatives who request a copy for their review. A final work plan incorporating comments will be prepared.

Task 2: Field Investigation

After PWD approval of the final work plan, ESA will implement the work plan. This will include hand excavation techniques focused on the area of direct impact (ADI) of the approximately 900-foot long ES-01 pipeline segment. ESA anticipates that up to 18 shovel test pits (STPs) will be excavated, and that a crew of three (3) archaeologists can complete the investigation within two (2) work days including travel time and mobilization. ESA assumes that PWD will obtain any necessary access agreements or permissions required from the landowner prior to field mobilization and that no artifacts will be collected or removed from the site during testing. Since the San Manuel have indicated that a Native American monitor is not necessary for Extended Phase I testing for this Project, our scope of work does not include Native American participation in the field work.

Task 3: Reporting

The results of the investigation will be documented in an Extended Phase I Testing Report that will combine the results of the archaeological testing conducted at project feature ES-03 (scope and budget already approved) and ES-01. The report will provide the methods and results of the field investigations, and recommendations for further work, if deemed necessary. A draft report will be submitted to PWD for review and comment. The report will also be provided to any Native American representatives who request a copy for their review. A final report incorporating comments will be prepared. The final report will be filed at the South Central Coastal Information Center. The results of the report will be incorporated into the ADEIR ESA is currently preparing. ESA assumes that a negative findings report will be prepared and that all deliverables will be provided in electronic format (Word and/or PDF).

Fee Proposal

The attached Table 1 provides ESA's cost estimate for the scope of work amendment described above, broken down by each task and labor hours per ESA employee. Fee proposal is not to exceed **\$20,230**.

TABLE 1: PRICING PROPOSAL
ESA Labor Detail and Expense Summary

						A. Madrid								
				V. Ortiz		H. Chodsky								
	J. Jacobus	C. Ehringer	S. Spano	M. Vader	M. Gonzalez	M. Loder		WP	GIS/Graphics	Admin				
	Managing Associate III	Managing Associate II	Senior Associate II	Senior Associate II	Associate II	Associate I	Subtotal	Project Technician III	Project Technician II	Project Technician I	Subtotal	Hours	Labor Price	
Task #	Task Name/Description	\$195	\$180	\$150	\$140	\$120	\$100		\$115	\$95	\$80			
1	Work Plan	8	4	6	16			\$ 5,420	1	4		\$ 495	39	\$ 5,915
2	Extended Phase I Testing				24	20	20	\$ 7,760				\$ -	64	\$ 7,760
3	Reporting	4	2	4	20			\$ 4,540	1	4		\$ 495	35	\$ 5,035
								\$ -				\$ -	-	\$ -
								\$ -				\$ -	-	\$ -
								\$ -				\$ -	-	\$ -
Total Hours		12	6	10	60	20	20		2	8	-	\$ 10	138	
Subtotals - Labor Costs		\$ 2,340	\$ 1,080	\$ 1,500	\$ 8,400	\$ 2,400	\$ 2,000	\$ 17,720	\$ 230	\$ 760	\$ -	\$ 990		\$ 18,710
Percent of Effort - Labor Hours Only		8.7%	4.3%	7.2%	43.5%	14.5%	14.5%		1.4%	5.8%	0.0%		100.0%	
Percent of Effort - Total Project Cost		11.6%	5.3%	7.4%	41.5%	11.9%	9.9%		1.1%	3.8%	0.0%			92.5%

ESA Labor Costs \$ 18,710

ESA Non-Labor Expenses

Reimbursable Expenses (see Attachment A for detail) \$ 1,150

ESA Equipment usage (see Attachment A for detail) \$ 370

Subtotal ESA Non-Labor Expenses \$ 1,520

Subconsultant Costs (see Attachment B for detail) \$ -

TOTAL PROJECT PRICE \$ 20,230

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

DATE: May 7, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. James A. Riley, Engineering/Grant Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION ON APPROVAL OF CONTRACT AMENDMENT WITH STANTEC TO PROVIDE HYDRAULIC MODELING SUPPORT FOR THE 2016 WATER SYSTEM MASTER PLAN (\$9,510.00 – NON-BUDGETED – ENGINEERING/GRANT MANAGER RILEY)***

Recommendation:

Staff recommends that the Board:

Approve contract Amendment with Stantec to provide hydraulic modeling support to the District in the amount of \$9,510.00.

Alternative Options:

Staff does not have expertise in hydraulic modeling to complete the work. Another option would be to have another firm, such as Innovyze, provide the support.

Impact of Taking No Action:

It would delay the computation of Capital Impact Fees.

Background:

Under the contract of March 25, 2014 with the Palmdale Water District (PWD), Montgomery Watson Harza completed a Water System Master Plan (WSMP) dated December 2016.

Subsequent to the completion of the 2016 WSMP, Montgomery Watson Harza has been purchased by Stantec.

The primary objective of the Palmdale Water District's (PWD) 2016 Water System Master Plan was to provide cost-effective and fiscally responsible water services that meet the water quantity, water quality, system pressure, and reliability requirements of its customers. The report was prepared as an update to PWD's previous Draft Water System Master Plan completed in year 2007. The evaluation included determining needs to address existing system deficiencies and facility requirements to meet rising demands over the next twenty-five years. The report provided details for a proposed Capital Improvement Program (CIP) for the water system through year 2030, including prioritization and construction cost estimates.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT
VIA: Mr. Dennis D. LaMoreaux, General Manager

May 7, 2018

Objectives of Contract:

The objective of this contract is to provide to the PWD the information that is required to develop appropriate levels of Capital Impact Fees (CIF) for the year 2030 planning horizon.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 1 – Water Supply Reliability.

This item directly relates to the District’s Mission Statement.

Budget:

This project is under Budget Item No. 14-404 – 2014 Water System Master Plan.

Supporting Documents:

- Proposal and Scope of Work for Stantec

SCOPE OF WORK

2016 WATER SYSTEM MASTER PLAN

HYDRAULIC MODELING SUPPORT

BACKGROUND

Under the contract of March 25, 2014 with the Palmdale Water District (PWD), Montgomery Watson Harza completed a Water System Master Plan (WSMP) dated December 2016. Subsequent to the completion of the 2016 WSMP, Montgomery Watson Harza has been purchased by Stantec. This contract amendment will be with Stantec.

The primary objective of the Palmdale Water District's (PWD) 2016 Water System Master Plan was to provide cost-effective and fiscally responsible water services that meet the water quantity, water quality, system pressure, and reliability requirements of its customers. The report was prepared as an update to PWD's previous Draft Water System Master Plan completed in year 2007. The evaluation included determining needs to address existing system deficiencies and facility requirements to meet rising demands over the next twenty-five years. The report provided details for a proposed Capital Improvement Program (CIP) for the water system through year 2030, including prioritization and construction cost estimates.

OBJECTIVES OF SCOPE OF WORK

The objective of this Scope of Work is to provide to the PWD the information that is required to develop appropriate levels of Capital Impact Fees (CIF) for the year 2030 planning horizon.

The PWD allocates CIF based on future demands in each of the pressure Zones. The pressure Zones are as follows: 2800 Zone, 2850 Zone, 2950 Zone, 3000 Zone, 3200 Zone, 3250 Zone, 3400 Zone, 3400E Zone, 3600 Zone, 3600E Zone and 3800 Zone.

To compute the CIF to year 2030, specific information is needed on the following:

- Number of future equivalent dwelling units for each Zone
- Grouping of improvements by pressure Zone and year of installation—such as storage tanks, pumps, groundwater wells and pipelines.
- Explanation of purpose of features in 2950 pressure Zone
- Update “Section 10 – Capital Improvement Program” of 2016 WSMP

TASK 1 - NUMBER OF EQUIVALENT DWELLING UNITS FOR EACH ZONE PALMDALE WATER DISTRICT

As presently presented in the 2016 WSMP, the number of future EDU's are not identified by each Zone. Refer to Tables 10-12, 10-13 and 10-14 of 2016 WSMP.

SCOPE: Stantec will review appropriate sections in the 2016 WSMP on EDU trigger points for improvement. Stantec will review future population growth in

each Zone and projected future water demand in each Zone including C&I and Fire Flow demands. Stantec will produce a summary table of anticipated EDU for each zone based on the EDU calculations in the 2016 master plan for the 2030 planning horizon. Stantec will use the demand sets created in the 2016 model to convert anticipated demand to an anticipated EDU addition for each zone.

TASK 2 - GROUPING OF IMPROVEMENTS BY PRESSURE ZONE

Tables 10-12, 10-13 and 10-14 of 2016 WSMP have broken out both existing and future infrastructure needed in terms of storage tanks, pumps and groundwater wells. However, these tables do not present information on pipelines. Table 10-11 shows information on pipeline sizes and length but does not identify them by pressure Zones.

SCOPE: Stantec will provide information on size and length of pipeline to be presented in a table by pressure Zone. Stantec will identify whether a pipeline is an existing deficiency or addresses a future need to meet future demand. Stantec will discuss the PWD's criteria for what pipelines are to be constructed by the PWD or developers, and identify the PWD versus developer costs for each of the pipelines. Stantec assumes that pipeline recommendation of 12" diameter or less will be to serve the zone they are in, and will assess the benefit to other zones for pipelines greater than 12" in diameter as discussed in Task 3 below.

TASK 3 - EXPLANATION OF PURPOSE OF FEATURES IN EACH PRESSURE ZONE

The PWD usually computes impact fees based on which Zone the feature such as a storage tank or pump is located. In a preliminary computation of CIF for the 2950 Zone, an abnormally high fee was computed due to facilities and large quantities of large diameter mains (ex: pipe # 54471 in hydraulic model) which extend thousands of feet. Refer to Figure 9-1 for location of each Zone. The 2950 Zone covers a large distance in the east-west direction and acts as a middle Zone that helps supply water from the lower pressure Zone to higher pressure Zones. The CIF computed for this Zone is abnormally high due to fees being applied to this Zone for facilities (tanks, pumps) that will also benefit other Zones and for a large amount of large diameter pipeline proposed within this Zone.

SCOPE: Stantec will provide a table which identifies the zone that each improvement (tanks, pumps, and pipelines greater than 12" in diameter) is intended to serve. It is assumed that pipelines 12" in diameter are serving the zone that they are recommended for. All other pipelines will be assigned to one or more zone by percentage based on the benefits to each zone.

TASK 4 - UPDATE SECTION 10 – CAPITAL IMPROVEMENT PROGRAM

For a deliverable product, the PWD would like to have Section 10 of the 2016 WSMP to be revised to include the tables and figures derived as part of this Scope of Work. The PWD would then replace Section 10 of the completed 2016 WSMP with the updated section.

SCOPE: Stantec will provide additional tables, figures and text that will display findings from task 1 through 3 above. Stantec has budgeted for one review of this revised section and incorporating comments from PWD on the draft revised section. Stantec will provide a draft and final section 10 in electronic format to PWD.

TASK 5 – PROJECT MANAGEMENT

SCOPE: Stantec will perform scheduling, budget control, invoice preparation and coordination with PWD. MWH's project manager will review the status of budget, schedule and relevant project issues. Stantec will produce a single invoice at the conclusion of the project, and will provide updates to PWD during project execution.

Palmdale Water District 2016 Water System Master Plan Modeling Support

SCHEDULE OF HOURLY RATES FOR ENGINEERING FEES

(January 1, 2018 through December 31, 2018)

Senior Company Officer	\$295 per hour
Principal Engineer II	\$285 per hour
Principal Engineer I	\$250 per hour
Supervising Engineer	\$200 per hour
Senior Engineer	\$165 per hour
Professional Engineer	\$145 per hour
Associate Engineer	\$130 per hour
Senior Administrator	\$110 per hour
Administrator	\$100 per hour

Non-salary expenses and outside services attributable to the project shall include:

- Living and traveling expenses including mileage of employees when away from the home office on business connected with the Services;
- Mileage at IRS established guidelines,;
- The identifiable costs of reproduction, printing and binding applicable to the project;
- The actual cost of outside and subcontracted services, and other direct costs identifiable to the Project, will be charged at the above-stated cost plus 15% markup, to cover overhead, administration, other indirect costs and profit.

Compensation is based on a single not-to-exceed fee based on the following contract terms:

1. Payment of the invoiced amount for the professional engineering services shall be based on a final invoice describing the work performed and expenses incurred.
2. Payment shall be due within 30 days after date of invoice describing the work performed and expenses incurred during the preceding month

Proposed Fee: 2016 Water System Master Plan Modeling Support

Task No.	Task/Subtask	Number of Hours					Total Hours	Labor (\$)	Total Fee (\$)
		Principal Engineer	Supervising Engineer	Senior Engineer	Professional	Administrator			
1	Number Of Equivalent Dwelling Units For Each Zone	0	0	2	8	0	10	\$1,490	\$1,490
2	Grouping Of Improvements By Pressure Zone	0	0	2	8	0	10	\$1,490	\$1,490
3	Explanation Of Purpose Of Features In Each Pressure Zone	2	0	4	16	0	22	\$3,480	\$3,480
4	Update Section 10 and Incorporate PWD Comments	2	0	2	8	0	12	\$1,990	\$1,990
5	Project Management	0	0	4	0	4	8	\$1,060	\$1,060
	TOTAL	4	0	14	40	4	62	\$9,510	\$9,510

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

DATE: May 7, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION
ON RESCHEDULING SECOND REGULAR BOARD MEETING IN MAY
DUE TO THE MEMORIAL DAY HOLIDAY AND DECLARING MAY 29,
2018 AS A REGULAR MEETING OF THE WATER DISTRICT AND
THE PUBLIC FINANCING AUTHORITY. (GENERAL MANAGER
LaMOREAUX)***

Recommendation:

Staff recommends the second regular Board meeting in May be rescheduled due to the Memorial Day holiday and May 29, 2018 be declared as a regular meeting of the Water District and the Public Financing Authority.

Alternative Options:

There are no alternative options.

Background:

The second regular Board meeting in May falls on May 28, 2018, which is Memorial Day and is a District holiday. There is a need to hold the second regular Board meeting, so the meeting must be rescheduled.

In addition, the Board of Directors of the Public Financing Authority must meet to establish a regular meeting date in May to take action regarding the 2018 bond issue.

Strategic Plan Initiative/Mission Statement:

This work is part of Strategic Initiative No. 3 – Systems Efficiency.
This item directly relates to the District's Mission Statement.

Budget:

This item will not impact the Budget.

Supporting Documents:

None.



PALMDALE WATER DISTRICT
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



May 9, 2018

**AGENDA FOR A MEETING
OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
PUBLIC FINANCING AUTHORITY
to be held at the District's office at 2029 East Avenue Q, Palmdale
MONDAY, MAY 14, 2018
6:30 p.m.**

NOTE: 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.

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

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

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

- 1) Roll Call.
- 2) Adoption of Agenda.
- 3) Public comments for non-agenda Public Financing Authority items.
- 4) Action Items: (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.)

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT
PUBLIC FINANCING AUTHORITY

-2-

May 9, 2018

- 4.1) Consideration and possible action on approval of minutes of meeting held September 14, 2016.
- 4.2) Consideration and possible action on election of officers.
- 4.3) Consideration and possible action on rescheduling second Regular Board Meeting in May due to the Memorial Day holiday and declaring May 29, 2018 as a regular meeting of the Water District and the Public Financing Authority. (General Manager LaMoreaux)
- 5) Information Items.
- 6) Board Members' requests for future agenda items.
- 7) Adjourn to Palmdale Water District Board meeting.



MICHAEL A. WILLIAMS,
PWD Finance Manager

DDL/MAW/dd

**MINUTES OF MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE
WATER DISTRICT PUBLIC FINANCING AUTHORITY, SEPTEMBER 14, 2016:**

A meeting of the Board of Directors of the Palmdale Water District Public Financing Authority was held Wednesday, September 14, 2016, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Robert Alvarado, called the meeting to order at 7:52 p.m.

1) Roll Call.

Attendance:

Robert Alvarado, President
Vincent Dino, Vice President
Marco Henriquez, Treasurer
Joe Estes, Secretary
Kathy Mac Laren, Director

Others Present:

Dennis LaMoreaux, General Manager
Matt Knudson, Assistant General Manager
Eric Dunn, General Counsel
Jim Riley, Engineering/Grant Manager
Mike Williams, Finance Manager
Jim Riley, Engineering/Grant Manager
Mike McNutt, Public Affairs & Sustainability Dir.
Tim Moore, Facilities Manager
Bob Egan, Financial Advisor
Dawn Deans, Executive Assistant
9 members of the public

2) Adoption of Agenda.

It was moved by Director Mac Laren, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as written.

3) Public Comment for Non-Agenda Matters.

There were no public comments.

4) Action Items: (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.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held September 28, 2015.

It was moved by Director Estes, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve the minutes of the meeting held September 28, 2015, as written.

4.2) Consideration and Possible Action on Election of Officers.

It was moved by Director Mac Laren, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting that the officers for the Public Financing Authority remain the same slate of officers as the Palmdale Water District as follows:

Robert Alvarado, President
Vincent Dino, Vice President
Marco Henriquez, Treasurer
Joe Estes, Secretary
Kathy Mac Laren, Director

4.3) Consideration and Possible Action on Resolution No. 2016-1 Being a Resolution of the Palmdale Water District Public Financing Authority Authorizing the Issuance of Not to Exceed \$20,000,000 Water Revenue Refunding Bonds, Series 2016A, Approving the Execution of Certain Documents and Authorizing Certain Acts in Connection Therewith.

It was moved by Director Estes, seconded by Director Mac Laren, and unanimously carried by all members of the Board of Directors present at the meeting to approve Resolution No. 2016-1 Being a Resolution of the Palmdale Water District Public Financing Authority Authorizing the Issuance of Not to Exceed \$20,000,000 Water Revenue Refunding Bonds, Series 2016A, Approving the Execution of Certain Documents and Authorizing Certain Acts in Connection Therewith.

A copy of Resolution No. 2016-1 is hereby made a portion of the minutes of this meeting.

5) Information Items.

There were no information items.

6) Board Members' Requests for Future Agenda items.

There were no requests for future agenda items.

7) Adjourn to Palmdale Water District Board Meeting.

There being no further business to come before the Board of Directors of the Public Financing Authority, this meeting was adjourned to the Palmdale Water District regular Board meeting at 7:57 p.m.

Secretary

Staff has no recommendation on this item, however, the officers of the Board of Directors of the Public Financing Authority have typically been the same officers as the Board of Directors of the Palmdale Water District.

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

DATE: May 8, 2018 **May 14, 2018**
TO: PUBLIC FINANCING AUTHORITY **Board Meeting**
BOARD OF DIRECTORS
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.3 – CONSIDERATION AND POSSIBLE ACTION
ON RESCHEDULING SECOND REGULAR BOARD MEETING IN MAY
DUE TO THE MEMORIAL DAY HOLIDAY AND DECLARING MAY 29,
2018 AS A REGULAR MEETING OF THE WATER DISTRICT AND
THE PUBLIC FINANCING AUTHORITY. (GENERAL MANAGER
LaMOREAUX)***

Recommendation:

Staff recommends the second regular Board meeting in May be rescheduled due to the Memorial Day holiday and May 29, 2018 be declared as a regular meeting of the Water District and the Public Financing Authority.

Alternative Options:

There are no alternative options.

Background:

The second regular Board meeting in May falls on May 28, 2018, which is Memorial Day and is a District holiday. There is a need to hold the second regular Board meeting, so the meeting must be rescheduled.

In addition, the Board of Directors of the Public Financing Authority must meet to establish a regular meeting date in May to take action regarding the 2018 bond issue.

Strategic Plan Initiative/Mission Statement:

This work is part of Strategic Initiative No. 3 – Systems Efficiency.
This item directly relates to the District's Mission Statement.

Budget:

This item will not impact the Budget.

Supporting Documents:

None.

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

DATE: May 7, 2018 **May 14, 2018**
TO: Board of Directors **Board Meeting**
FROM: Jennifer Emery, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.6 – CONSIDERATION AND POSSIBLE ACTION
ON DISTRICT EMPLOYEE APPRECIATION EVENTS. (\$35,000.00 –
BUDGETED – HUMAN RESOURCES DIRECTOR EMERY/DIRECTOR
MAC LAREN***

Recommendation:

Staff recommends that the Board utilize a portion of the refund given to the District by JPIA to go towards Employee Appreciation events.

Alternative Options:

The alternative is to not approve this item.

Background:

The District received a refund from our insurance carrier due to the work of District staff to keep our losses low. The staff would like to dedicate some of this refund check toward an end of year party and an amusement park picnic.

Strategic Plan Initiative/Mission Statement:

This work is part of Strategic Plan Initiative No. 2: Organizational Excellence.
This item directly relates to the District's Mission Statement.

Budget:

This will not have an effect on budget since it is coming from a refund check.

Supporting Documents:

N/A

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE:	May 8, 2018	May 14, 2018
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	<i>AGENDA ITEM NO. 8.1.a – STATUS REPORT ON CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF MARCH 2018.</i>	

Attached is the Investment Funds Report and current cash balance as of March 2018. The reports will be reviewed in detail at the Board meeting.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT
March 31, 2018

					March 2018	February 2018
CASH						
1-00-0103-100	Citizens - Checking				11,747.98	(84,099.15)
1-00-0103-200	Citizens - Refund				(10,770.27)	(5,332.88)
1-00-0103-300	Citizens - Merchant				442,156.31	420,058.17
Bank Total					443,134.02	330,626.14
1-00-0110-000	PETTY CASH				300.00	300.00
1-00-0115-000	CASH ON HAND				5,400.00	5,400.00
TOTAL CASH					448,834.02	336,326.14
INVESTMENTS						
1-00-0135-000	Local Agency Investment Fund			Acct. Total	11,962.87	11,962.87
1-00-0120-000	UBS Money Market Account General (SS 11469)					
	UBS RMA Government Portfolio				1,469,766.13	3,059,337.11
	UBS Bank USA Dep acct				250,000.00	250,000.00
	Accrued interest				10,223.11	9,617.81
					1,729,989.24	3,318,954.92
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912828N22	US Treasury Note	12/15/2018	1.250	1,000,000	994,490.00	993,910.00
912828C24	US Treasury Note	02/28/2019	1.490	1,000,000	994,450.00	994,100.00
					2,000,000	1,988,940.00
					1,988,940.00	1,988,010.00
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	Stearns Bank	05/03/2018	1.050	240,000	239,906.40	239,829.60
2	Sallie Mae Bank	09/04/2018	1.800	200,000	199,840.00	199,904.00
3	Medallion Bank	09/07/2018	1.750	200,000	200,002.00	200,094.00
4	Midland States Bank	02/28/2019	1.400	240,000	238,639.20	238,725.60
5	Key Bank	03/29/2019	1.500	240,000	238,639.20	238,792.80
6	Safra National Bank	04/30/2019	1.850	240,000	239,328.00	239,553.60
7	Wells Fargo	05/20/2019	1.250	240,000	237,811.20	237,955.20
8	Capital Bank	06/17/2019	1.850	200,000	198,696.00	198,872.00
9	Discover Bank	07/24/2019	1.850	200,000	199,034.00	199,266.00
					2,000,000	1,991,896.00
					1,991,896.00	1,992,992.80
Acct. Total					5,710,825.24	7,299,957.72
1-00-1110-000	UBS Money Market Account Capital (SS 11475)					
	UBS Bank USA Dep acct				19,576.56	19,572.92
	UBS RMA Government Portfolio				-	-
Acct. Total					19,576.56	19,572.92
1-00-0125-000	UBS Access Account General (SS 11432)					
	UBS Bank USA Dep acct				48,607.33	41,324.94
	UBS RMA Government Portfolio				-	-
	Accrued interest				15,728.52	15,202.30
					64,335.85	56,527.24
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912828XF2	US Treasury Note	06/15/2018	1.125	1,000,000	998,680.00	998,210.00
912828KD1	US Treasury Note	02/15/2019	2.610	1,500,000	1,508,145.00	1,509,090.00
912828P53	US Treasury Note	02/15/2019	0.750	1,000,000	988,280.00	987,150.00
912828P95	US Treasury Note	03/15/2019	1.000	1,358,000	1,343,578.04	1,342,410.16
					4,858,000	4,838,683.04
					4,838,683.04	4,836,860.16
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	BMW Bank	11/15/2018	1.960	240,000	240,213.60	240,439.20
2	La Salle Bank	03/01/2019	1.350	240,000	238,526.40	238,608.00
3	American Express	04/29/2019	1.440	240,000	238,862.40	239,018.40
4	Synchrony Bank	04/14/2020	1.850	240,000	237,381.60	238,020.00
5	JP Morgan Chase Bank	11/18/2020	1.600	240,000	231,914.40	232,656.00
6	Bank of Baroda NY	11/23/2020	1.600	77,000	74,434.36	74,674.60
7	Comenity Cap Bank	01/19/2021	1.900	163,000	161,753.05	162,457.21
					1,440,000	1,423,085.81
					1,423,085.81	1,425,873.41
Acct. Total					6,326,104.70	6,319,260.81
Total Managed Accounts					12,068,469.37	13,650,754.32
1-00-1121-000	UBS Rate Stabilization Fund (SS 24016) - District Restricted					
	UBS Bank USA Dep acct				8,031.69	7,772.54
	UBS RMA Government Portfolio				-	-
	Accrued interest				1,048.77	753.52
					9,080.46	8,526.06
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	Webbank UT US	12/19/2018	1.400	240,000	239,124.00	239,241.60
2	Ally Bank UT US	12/24/2018	1.500	240,000	239,265.60	239,400.00
					480,000	478,389.60
					478,389.60	478,641.60
Acct. Total					487,470.06	487,167.66
GRAND TOTAL CASH AND INVESTMENTS					13,004,773.45	14,474,248.12
Increase (Decrease) in Funds					(1,469,474.67)	

PALMDALE WATER DISTRICT														Budget 2019 Carryover Information	
2018 Cash Flow Report (Based on Nov. 8, 2017 Approved Budget)															
	January	February	March	April	May	June	July	August	September	October	November	December	YTD		
Total Cash Beginning Balance (BUDGET)	14,278,355	12,591,298	12,125,487	9,811,099	10,852,433	11,101,609	10,602,468	10,269,501	10,564,441	8,273,846	8,294,757	8,535,850			
Total Cash Beginning Balance	14,278,355	14,185,206	14,474,248	13,004,773	14,554,161	15,275,461	13,535,366	13,174,886	13,585,907	11,418,235	11,562,751	12,066,849			
Budgeted Water Receipts	1,670,000	1,520,000	1,595,000	1,740,000	1,800,000	1,967,500	2,390,000	2,400,000	2,450,000	2,260,000	2,005,000	1,790,000	23,587,500		
Water Receipts	2,116,603	1,793,515	1,931,155	1,740,000	1,800,000	1,967,500	2,390,000	2,400,000	2,450,000	2,260,000	2,005,000	1,790,000	24,643,773		
DWR Refund (Operational Related)													-		
Other													-		
Total Operating Revenue (BUDGET)													-		
Total Operating Revenue (ACTUAL)	2,116,603	1,793,515	1,931,155	1,740,000	1,800,000	1,967,500	2,390,000	2,400,000	2,450,000	2,260,000	2,005,000	1,790,000	24,643,773		
Total Operating Expenses excl GAC (BUDGET)	(1,718,376)	(1,415,195)	(1,718,255)	(1,670,308)	(1,740,651)	(1,641,522)	(1,935,060)	(1,855,136)	(1,964,289)	(1,653,641)	(1,539,559)	(1,669,723)	(20,521,714)		
GAC (BUDGET)	(169,500)			(169,500)		(169,500)		(169,500)		(169,500)		(162,000)	(1,009,500)		
Operating Expenses excl GAC (ACTUAL)	(1,769,807)	(1,495,615)	(1,534,318)	(1,670,308)	(1,740,651)	(1,641,522)	(1,935,060)	(1,855,136)	(1,964,289)	(1,653,641)	(1,539,559)	(1,669,723)	(20,469,628)		
GAC		(169,477)		(169,500)		(169,500)		(169,500)		(169,500)		(162,000)	(1,009,477)		
Prepaid Insurance (paid)/refunded													-		
Total Operating Expense (ACTUAL)	(1,769,807)	(1,665,092)	(1,534,318)	(1,839,808)	(1,740,651)	(1,811,022)	(1,935,060)	(2,024,636)	(1,964,289)	(1,823,141)	(1,539,559)	(1,831,723)	(21,479,105)		
Non-Operating Revenue Expenses:															
Assessments, net (BUDGET)	696,050	264,605	18,650	2,197,790	760,795	13,325	86,225	134,500	-	-	137,500	2,640,560	6,950,000		
Actual/Projected Assessments, net	701,263	620,847	9,652	2,197,790	760,795	13,325	86,225	134,500	-	-	137,500	2,640,560	7,302,458		
RDA Pass-through (Successor Agency)						300,000.00						250,000	550,000		
Interest	15,415	14,909	15,158	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	7,500	112,981		
Market Adjustment	(10,587)	(9,273)	(1,384)										(21,243)		
Grant Re-imbursement						178,000							178,000		
Capital Improvement Fees - Infrastructure				12,500		12,500		12,500			12,500		50,000		
Capital Improvement Fees - Water Supply				50,000		50,000		50,000			50,000		200,000		
DWR Refund (Capital Related)				43,750		43,750			43,750			43,750	175,000		
Other	0	22	-	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	45,022		
Total Non-Operating Revenues (BUDGET)													-		
Total Non-Operating Revenues (ACTUAL)	706,091	689,005	23,426	2,254,040	835,795	547,575	98,725	209,500	56,250	12,500	212,500	2,946,810	8,592,217		
Non-Operating Expenses:															
Budgeted Capital Expenditures	(238,494)	(214,207)	(166,000)	(246,000)	(560,041)	(315,000)	(195,000)	(120,000)	(145,000)	(328,000)	(90,000)	-	(2,617,742)		
Budgeted Capital Expenditures (Committed During Year)					(78,440)	(115,485)	(110,000)	(110,000)	(137,490)	(10,000)	(10,000)		(571,415)		
Actual/Projected Capital Expenditures	(212,684)	(206,512)	(25,461)			(1,144,000)			(316,122)			(1,300,000)	(3,204,778)		
WRB Capital Expenditures						(300,000)						(300,000)	(600,000)		
Const. of Monitoring Wells/Test Basin (Water Supply)	(112,490)	(115,024)	(26,385)	(131,000)			(131,000)			(131,000)		(4,378)	(651,278)		
Grade Control Structure (Water Supply)	(33,598)	(32,887)	(36,486)			(75,000)			(75,000)			(107,000)	(359,970)		
SWP Capitalized	(686,846)	(167,019)	(189,997)	(167,019)	(167,019)	(167,019)	(686,843)	(167,018)	(196,327)	(167,018)	(167,018)	(167,018)	(3,096,161)		
Investment in PRWA				(300,000)											
Butte County Water Transfer						(751,304)						(751,304)	(1,502,609)		
Bond Payments - Interest			(1,036,228)						(1,027,406)				(2,063,634)		
Principal			(569,131)						(1,087,953)				(1,657,084)		
Capital leases - Holman Capital (2017 Lease)	(89,477)						(89,477)						(178,953)		
Capital leases - Enterprise FM Trust (Vehicles)	(2,678)	(2,678)	(1,918)	(2,693)	(2,693)	(2,693)	(2,693)	(2,693)	(2,693)	(2,693)	(2,693)	(2,693)	(31,506)		
Capital leases - Wells Fargo (Printers)	(8,265)	(4,266)	(4,132)	(4,132)	(4,132)	(4,132)	(4,132)	(4,132)	(4,132)	(4,132)	(4,132)	(4,132)	(53,856)		
Total Non-Operating Expenses (ACTUAL)	(1,146,037)	(528,385)	(1,889,738)	(604,844)	(173,844)	(2,444,149)	(914,145)	(173,843)	(2,709,634)	(304,843)	(173,843)	(2,636,526)	(13,399,831)		
Total Cash Ending Balance (BUDGET)	12,591,298	12,125,487	9,811,099	10,852,433	11,101,609	10,602,468	10,269,501	10,564,441	8,273,846	8,294,757	8,535,850	11,703,986			
Total Cash Ending Balance (ACTUAL)	14,185,206	14,474,248	13,004,773	14,554,161	15,275,461	13,535,366	13,174,886	13,585,907	11,418,235	11,562,751	12,066,849	12,335,410			
												Budget	11,703,986	Carryover	(1,765,118)
												Difference	631,424.33	Adj. Difference	(1,133,693)
2017 Cash Ending Balance (ACTUAL)	13,217,019	13,413,293	11,445,512	13,404,252	14,487,121	13,647,746	13,715,473	14,093,379	12,241,820	12,375,922	12,406,841	14,456,175			

Indicates actual expenditures/revenues:

Indicates anticipated expenditures/revenues:

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: May 8, 2018 **May 14, 2018**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM 8.1.b – STATUS REPORT ON FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR MARCH 2018. (FINANCE MANAGER WILLIAMS/FINANCE COMMITTEE)*

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending March 31, 2018. Also included are Year-To-Year Comparisons and Month-To-Month Comparisons for both revenue and expense. Finally, I have provided individual departmental budget reports for the month of March 2018.

This is the third month of the District's Budget Year 2018. The target percentage is 25%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on March 31, 2018.
- The significant change here is our Investments are reduced by \$1.5MM. This is due to our semi-annual bond and loan payment made.
- Our Receivables for water sales continue to be reduced by more current collection activity and cleaning up old outstanding accounts. The reduction from February is \$187K.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on March 31, 2018.
- Operating revenue is at 22% of budget.
- Cash operating expense is at 19% of budget.
- All departmental budgets are at or below the target percentage.
- Revenues have exceeded expenses for the month by \$252K, and year-to-date revenues have exceeded expenditures by \$731K.
- Our Bad Debt write offs continues with account clean up, but we only had \$6K in March.
- Page 6 is showing the distribution of expense between labor and operations. Labor costs are currently at 63% of total expenses with salaries making up 40% of that. However, we will see a shift more towards operations as we begin to replace the GAC at the plant.

Year-To-Year Comparison P&L:

- Page 7 is our comparison of March 2017 to March 2018.
- Total operating revenue is up \$197K, or 13%.
- Operating expenditures are down \$160K, or 10%.

- Page 7-1 is our comparison of March 2016 to March 2018.
- Total operating revenue was up \$151K, or 10%.
- Total operating expenses were down \$70K, or 5%.
- Page 8 and 8-1 is a graphic presentation of the water consumption comparison for 2017 and 2016, respectively.
 - Units billed in acre feet for 2017 comparison were up by 175, or 24%.
 - Total revenue per unit sold was down \$0.41, or 9%.
 - Total revenue per connection was up \$7.13, or 13%.
 - Units billed per connection was up 2.84, or 24%.

 - Units billed in acre feet for 2016 comparison were up by 85, or 10%.
 - Total revenue per unit sold was down \$0.02, or 0%.
 - Total revenue per connection was up \$7.27, or 14%.
 - Units billed per connection is up 1.35, or 10%.

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year-to-date.
- Operating revenue through March 2018 is up \$600K, or 13%.
- Retail water revenue from all areas are up by \$613K from last year. That's shown by the combined green highlighted area.
- Retail water sales, including the drought surcharge but excluding meter fees, is up \$423K.
- Total revenue is up \$374K.
- Operating revenue is at 22% of budget; last year was at 20% of budget.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year-to-date.
- Cash Operating Expenses through March 2018 are down \$311K, or 7%, compared to 2017.
- Total Expenses are down \$702K, or 9%. These reductions are due primarily to reduced water purchases and GAC replacement.

Departments:

- Pages 14 through 24 are detailed individual departmental budgets for your review.

Non-Cash Definitions:

Depreciation: This is the spreading of the total expense of a capital asset over the expected life of that asset.

OPEB Accrual Expense: Other Post Employment Benefits (OPEB) is the recognized annual required contribution to the benefit. The amount is actuarially determined in accordance with the parameters of GASB 45. The amount represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year.

Bad Debt: The uncollectible accounts receivable that has been written off.

Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair and maintain our asset infrastructure.

Capitalized Construction: The value of our labor force used to construct our asset infrastructure.

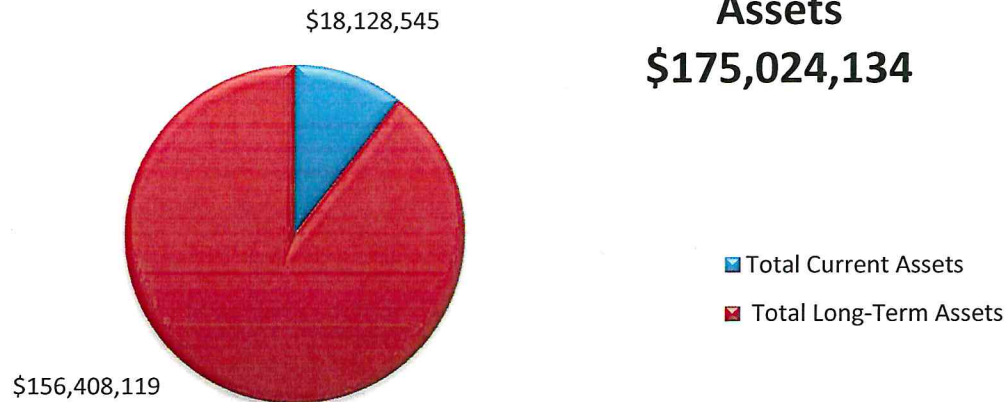
Palmdale Water District
Balance Sheet Report
For the Three Months Ending 3/31/2018

	<u>March 2018</u>	<u>February 2018</u>	
ASSETS			
Current Assets:			
Cash and Cash Equivalents	\$ 447,818	\$ 336,326	
Investments	12,068,469	13,650,754	\$ (1,582,285)
2013A Bonds - Project Funds	-	-	
	<u>\$ 12,516,287</u>	<u>\$ 13,987,080</u>	\$ (1,470,793)
Receivables:			
Accounts Receivables - Water Sales	\$ 1,423,566	\$ 1,611,075	\$ (187,509)
Accounts Receivables - Miscellaneous	50,207	39,761	
Allowance for Uncollected Accounts	(153,668)	(153,668)	
	<u>\$ 1,320,105</u>	<u>\$ 1,497,168</u>	\$ (177,063)
Assessments Receivables	\$ 3,297,002	\$ 3,306,654	\$ (9,652)
Meters, Materials and Supplies	849,688	823,355	\$ 26,333
Prepaid Expenses	145,464	103,139	
Total Current Assets	<u>\$ 18,128,545</u>	<u>\$ 19,717,396</u>	\$ (1,588,851)
Long-Term Assets:			
Property, Plant, and Equipment, net	\$ 106,322,151	\$ 106,538,282	\$ (216,131)
Participation Rights in State Water Project, net	47,315,811	47,322,709	
Investment in PRWA	320,680	320,680	
2013A Bonds - Insurance & Surety Bond	203,900	204,566	
CalPERS Contributions	2,245,577	2,245,577	
	<u>\$ 156,408,119</u>	<u>\$ 156,631,814</u>	
Restricted Cash:			
Rate Stabilization Fund	487,470	487,168	
Total Long-Term Assets & Restricted Cash	<u>\$ 156,895,589</u>	<u>\$ 157,118,982</u>	\$ (223,695)
Total Assets	<u>\$ 175,024,134</u>	<u>\$ 176,836,378</u>	\$ (1,812,244)
LIABILITIES AND DISTRICT EQUITY			
Current Liabilities:			
Current Interest Installment of Long-term Debt	\$ -	\$ 863,523	\$ (863,523)
Current Principal Installment of Long-term Debt	1,168,074	1,737,205	\$ (569,131)
Accounts Payable and Accrued Expenses	5,591,865	5,461,777	\$ 130,088
Deferred Assessments	1,750,000	2,333,333	\$ (583,333)
Total Current Liabilities	<u>\$ 8,509,940</u>	<u>\$ 10,395,839</u>	\$ (1,885,899)
Long-Term Debt:			
Pension-Related Debt	\$ 9,143,384	\$ 9,143,384	
OPEB Liability	14,591,561	14,484,851	
2013A Water Revenue Bonds	41,893,698	41,895,949	
2012 - Certificates of Participation	5,948,132	5,941,334	
2017 - Capital Lease Payable	610,703	610,703	
Total Long-Term Liabilities	<u>\$ 72,187,478</u>	<u>\$ 72,076,221</u>	\$ 111,257
Total Liabilities	<u>\$ 80,697,418</u>	<u>\$ 82,472,060</u>	\$ (1,774,642)
District Equity			
Revenue from Operations	\$ (301,883)	\$ (264,281)	\$ (37,602)
Retained Earnings	94,628,599	94,628,599	\$ 94,326,716
Total Liabilities and District Equity	<u>\$ 175,024,134</u>	<u>\$ 176,836,378</u>	\$ (1,812,244)

BALANCE SHEET AS OF MARCH 2018

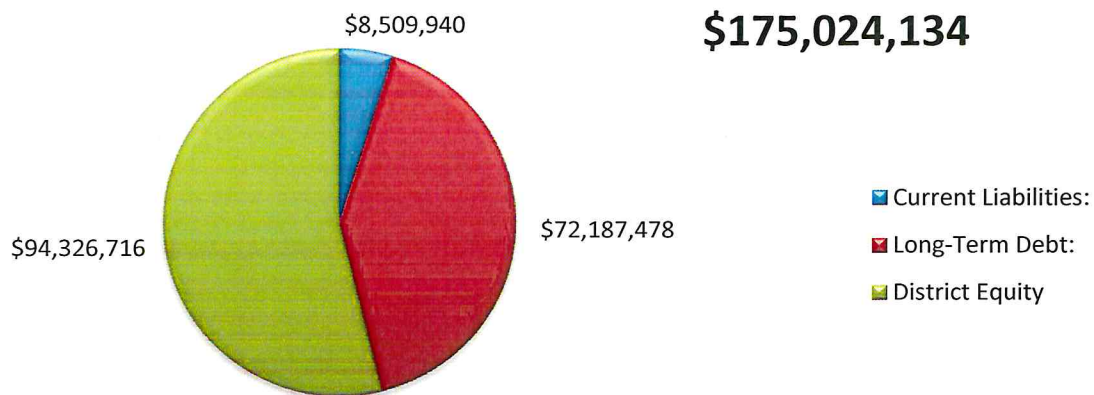
Assets

\$175,024,134



Liability & Equity

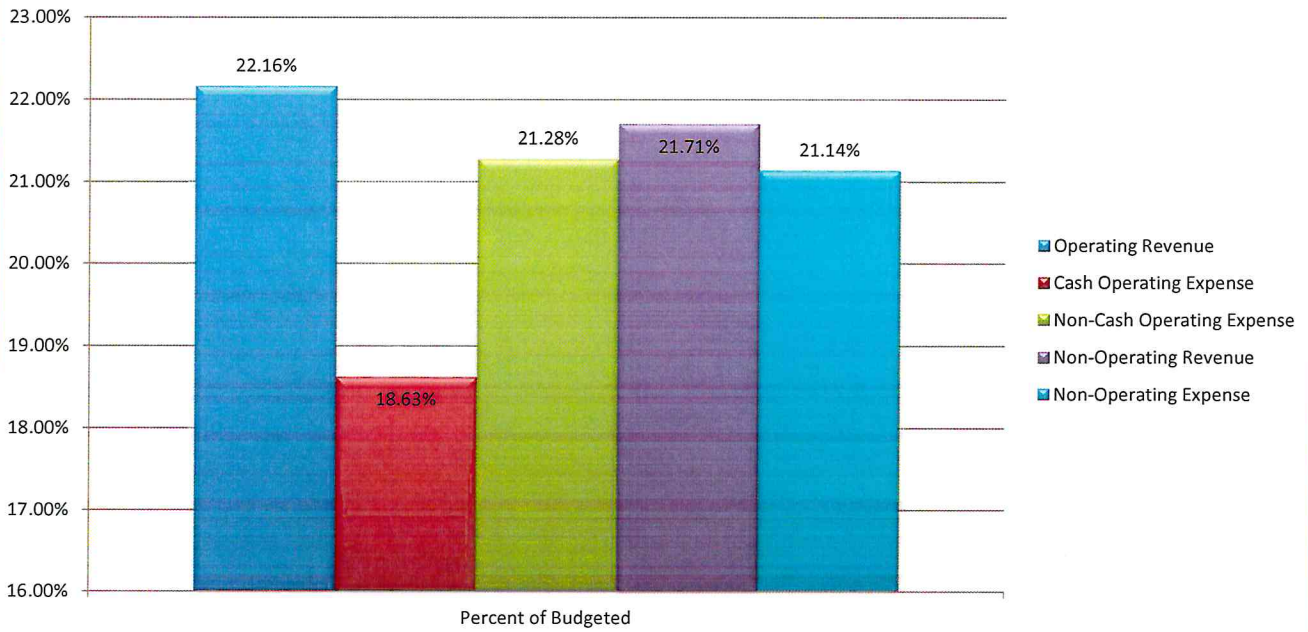
\$175,024,134



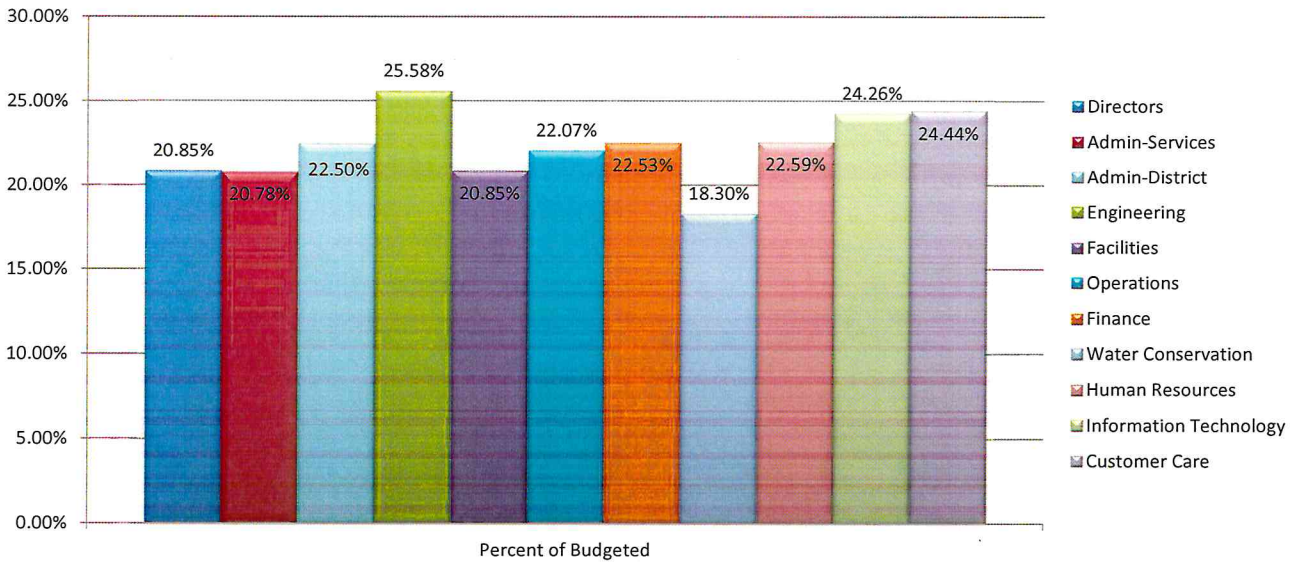
Palmdale Water District
Consolidated Profit and Loss Statement
For the Three Months Ending 3/31/2018

	Thru February	March	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	\$ 44,264	\$ 19,638	\$ 63,902		\$ 160,000	39.94%
Water Sales	1,047,603	433,977	1,481,580		8,320,000	17.81%
Meter Fees	2,196,721	1,096,602	3,293,323		13,006,500	25.32%
Water Quality Fees	90,521	42,761	133,282		941,000	14.16%
Elevation Fees	39,100	18,033	57,133		360,000	15.87%
Other	139,604	58,979	198,583		800,000	24.82%
Drought Surcharge	-	-	-		-	-
Total Operating Revenue	\$ 3,557,812	\$ 1,669,989	\$ 5,227,802	\$ -	\$ 23,587,500	22.16%
Cash Operating Expenses:						
Directors	\$ 17,361	\$ 11,933	\$ 29,294		\$ 140,500	20.85%
Administration-Services	282,223	124,570	406,793		1,957,200	20.78%
Administration-District	273,808	100,235	374,044		1,730,000	21.62%
Engineering	311,357	114,009	425,366		1,662,900	25.58%
Facilities	1,050,604	428,305	1,478,909		7,091,750	20.85%
Operations	411,944	257,326	669,270		3,032,007	22.07%
Finance	203,302	87,637	290,938		1,291,250	22.53%
Water Conservation	37,617	17,293	54,910		300,000	18.30%
Human Resources	100,352	43,516	143,868		636,850	22.59%
Information Technology	148,659	68,788	217,447		896,350	24.26%
Customer Care	223,271	97,488	320,759		1,312,700	24.44%
Source of Supply-Purchased Water	4,077	2,038	6,115		2,100,000	0.29%
Plant Expenditures	14,875	63,996	78,871		1,144,000	6.89%
GAC Filter Media Replacement	-	-	-		840,000	0.00%
Total Cash Operating Expenses	\$ 3,079,451	\$ 1,417,134	\$ 4,496,585	\$ -	\$ 24,135,507	18.63%
Net Cash Operating Profit/(Loss)	\$ 478,361	\$ 252,856	\$ 731,217	\$ -	\$ (548,007)	-133.43%
Non-Cash Operating Expenses:						
Depreciation	\$ 896,725	\$ 447,998	\$ 1,344,723		\$ 6,000,000	22.41%
OPEB Accrual Expense	255,420	127,710	383,130		2,300,000	16.66%
Bad Debts	62,251	6,490	68,741		50,000	137.48%
Service Costs Construction	2,468	2,528	4,996		125,000	4.00%
Capitalized Construction	(48,985)	(76,649)	(125,635)		(600,000)	20.94%
Total Non-Cash Operating Expenses	\$ 1,167,880	\$ 508,076	\$ 1,675,956	\$ -	\$ 7,875,000	21.28%
Net Operating Profit/(Loss)	\$ (689,519)	\$ (255,220)	\$ (944,739)	\$ -	\$ (8,423,007)	11.22%
Non-Operating Revenues:						
Assessments (Debt Service)	\$ 880,833	\$ 440,417	\$ 1,321,250		\$ 5,125,000	25.78%
Assessments (1%)	285,833	142,917	428,750		2,375,000	18.05%
DWR Fixed Charge Recovery	-	-	-		175,000	0.00%
Interest	10,464	13,774	24,238		90,000	26.93%
CIF - Infrastructure	-	-	-		62,500	0.00%
CIF - Water Supply	-	-	-		187,500	0.00%
Grants - State and Federal	18,520	-	18,520		178,000	10.40%
Other	(994)	-	(994)		60,000	-1.66%
Total Non-Operating Revenues	\$ 1,194,656	\$ 597,108	\$ 1,791,764	\$ -	\$ 8,253,000	21.71%
Non-Operating Expenses:						
Interest on Long-Term Debt	\$ 366,290	\$ 177,918	\$ 544,208		\$ 2,063,500	26.37%
Amortization of SWP	393,789	196,895	590,684		2,851,000	20.72%
Change in Investments in PRWA	36	-	36		300,000	0.01%
Water Conservation Programs	10,320	3,660	13,980		221,000	6.33%
Total Non-Operating Expenses	\$ 770,435	\$ 378,473	\$ 1,148,908	\$ -	\$ 5,435,500	21.14%
Net Earnings	\$ (265,297)	\$ (36,586)	\$ (301,883)	\$ -	\$ (5,605,507)	5.39%

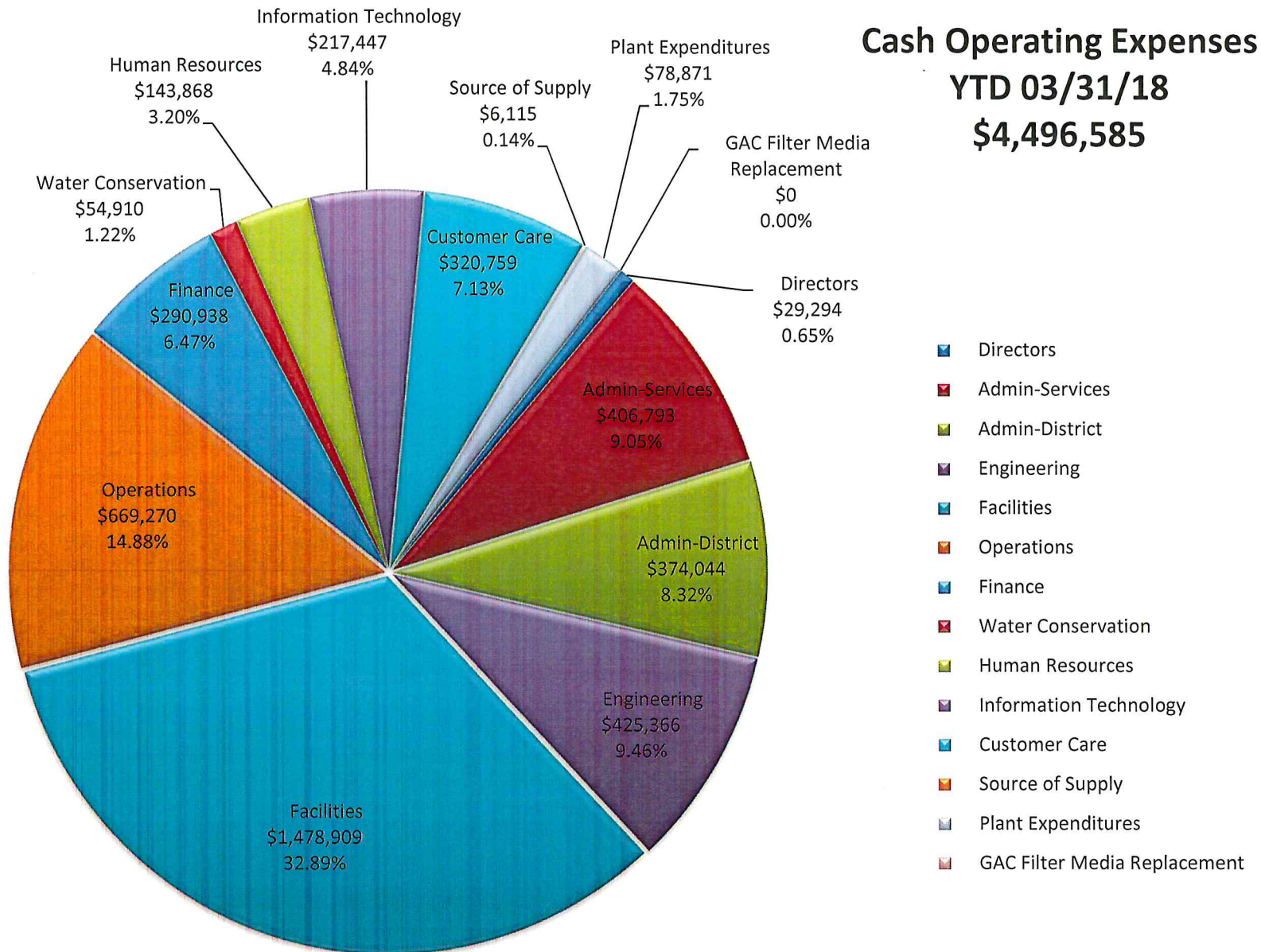
P & L BUDGET vs. ACTUAL



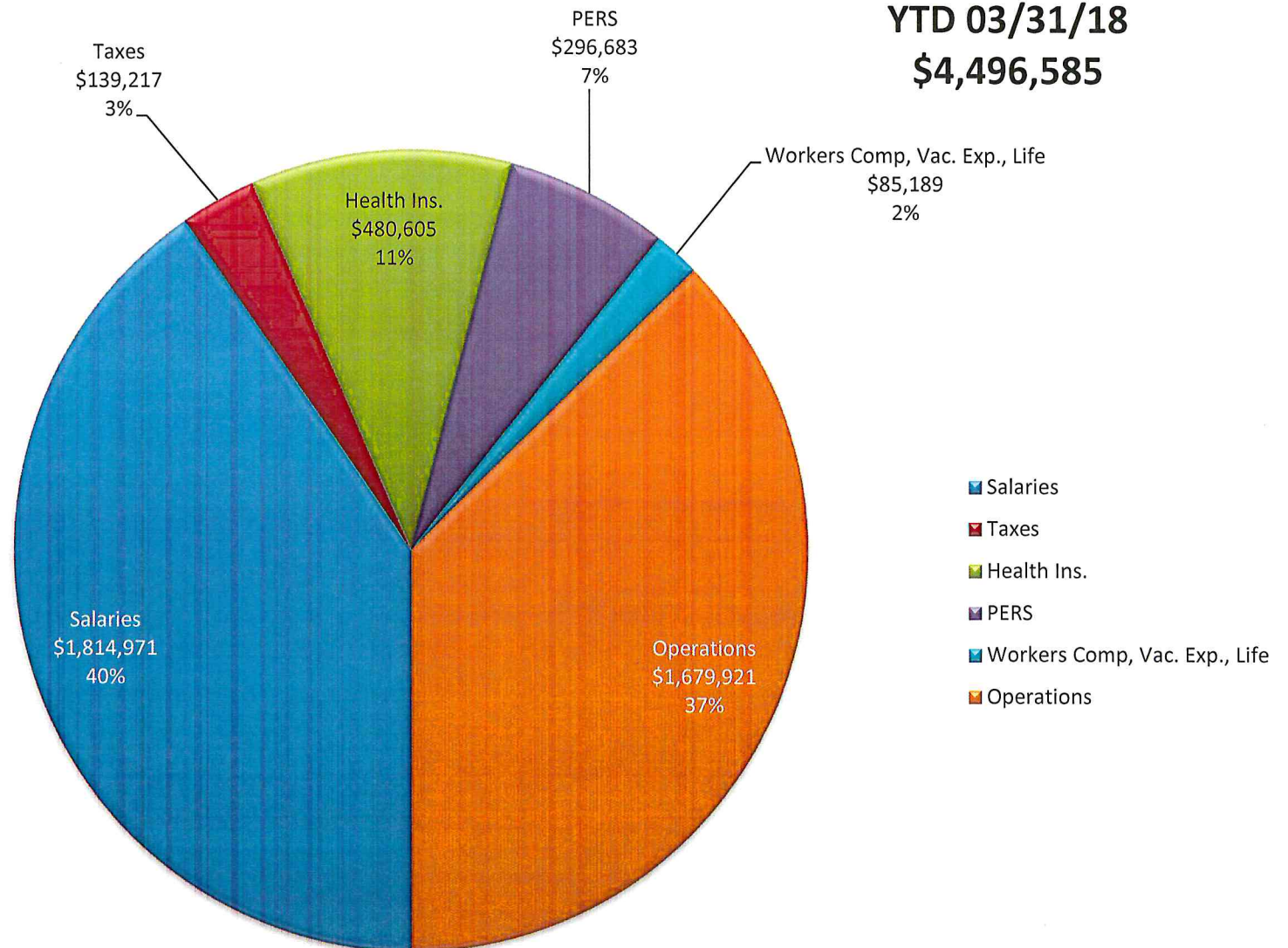
DEPARTMENTAL - BUDGET vs. ACTUAL



Cash Operating Expenses YTD 03/31/18 \$4,496,585



Personnel to Operations Exp
YTD 03/31/18
\$4,496,585



Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison - March

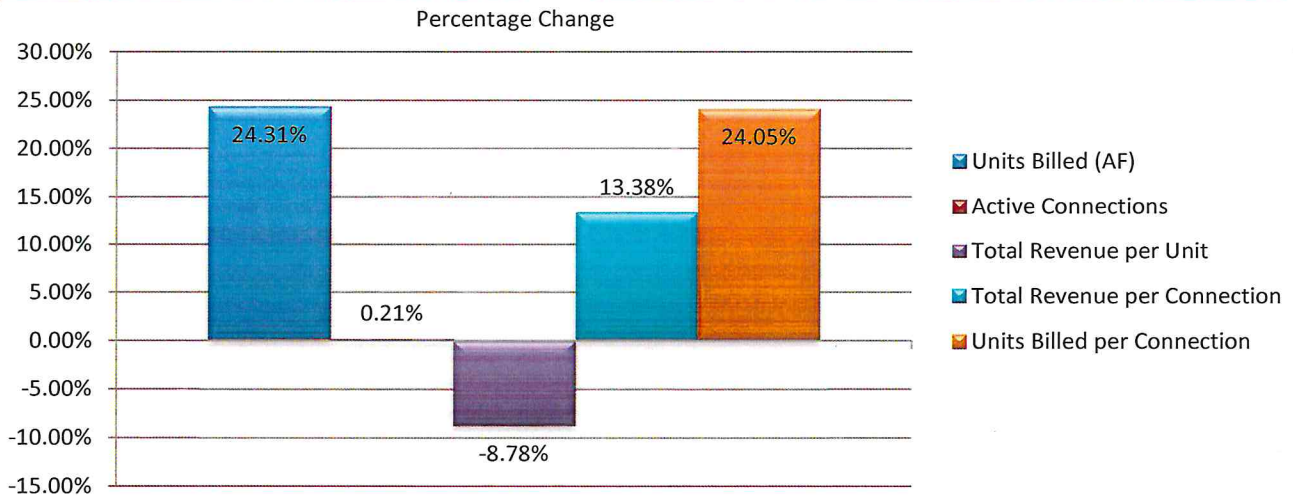
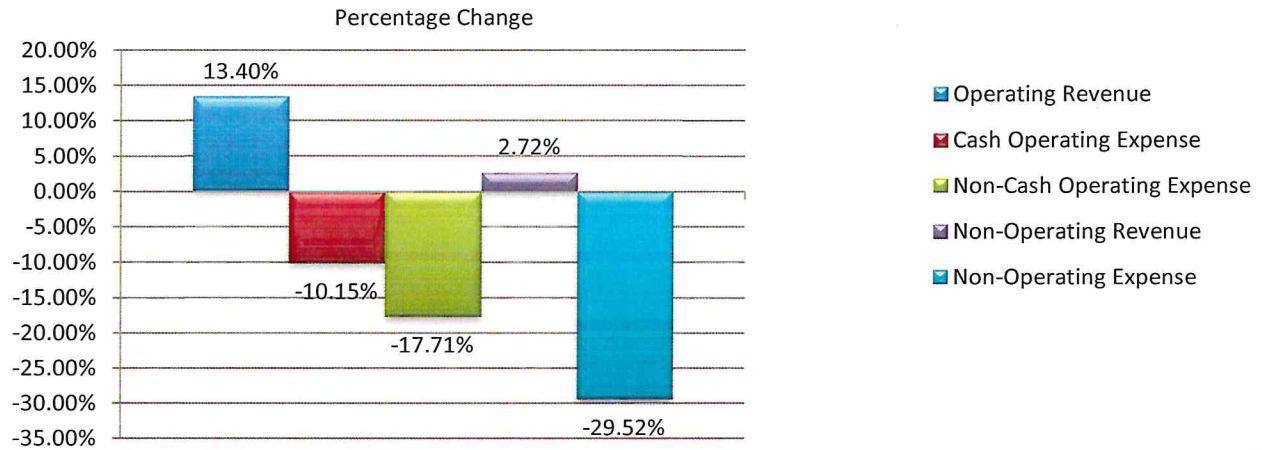
	2017 March	2018 March	Change	% Change		Consumption Comparison	
					Units Billed	2017	2018
Operating Revenue:						313,701	389,962
Wholesale Water	\$ 631	\$ 19,638	\$ 19,008	3014.48%	Active	26,613	26,668
Water Sales	308,353	433,977	125,623	40.74%	Vacant	796	736
Meter Fees	1,057,517	1,096,602	39,085	3.70%			
Water Quality Fees	37,644	42,761	5,117	13.59%			
Elevation Fees	13,838	18,033	4,195	30.31%	Rev/unit	\$ 4.69	\$ 4.28
Other	54,726	58,979	4,253	7.77%	Rev/con	\$ 53.28	\$ 60.41
Drought Surcharge	(39)	-	39	-100.00%	Unit/con	11.79	14.62
Total Operating Revenue	\$ 1,472,669	\$ 1,669,989	\$ 197,320	13.40%			
Cash Operating Expenses:							
Directors	\$ 5,535	\$ 11,933	\$ 6,398	115.58%			
Administration-Services	139,851	124,570	(15,281)	-10.93%			
Administration-District	164,949	100,235	(64,714)	-39.23%			
Engineering	106,534	114,009	7,475	7.02%			
Facilities	387,696	428,305	40,609	10.47%			
Operations	229,962	257,326	27,365	11.90%			
Finance	93,567	87,637	(5,931)	-6.34%			
Water Conservation	19,026	17,293	(1,733)	-9.11%			
Human Resources	14,433	43,516	29,083	201.50%			
Information Technology	41,503	68,788	27,284	65.74%			
Customer Care	99,048	97,488	(1,559)	-1.57%			
Source of Supply-Purchased Water	168,345	2,038	(166,307)	-98.79%			
Plant Expenditures	106,746	63,996	(42,750)	-40.05%			
GAC Filter Media Replacement	-	-	-				
Total Cash Operating Expenses	\$ 1,577,195	\$ 1,417,134	\$ (160,061)	-10.15%			
Non-Cash Operating Expenses:							
Depreciation	\$ 456,799	\$ 447,998	\$ (8,801)	-1.93%			
OPEB Accrual Expense	182,900	127,710	(55,189)	-30.17%			
Bad Debts	390	6,490	6,100	1563.92%			
Service Costs Construction	1,847	2,528	680	36.83%			
Capitalized Construction	(24,536)	(76,649)	(52,113)	212.39%			
Total Non-Cash Operating Expenses	\$ 617,399	\$ 508,076	\$ (109,323)	-17.71%			
Net Operating Profit/(Loss)	\$ (721,925)	\$ (255,220)	\$ 466,705	-64.65%			
Non-Operating Revenues:							
Assessments (Debt Service)	\$ 440,417	\$ 440,417	\$ -	0.00%			
Assessments (1%)	142,917	142,917	-	0.00%			
DWR Fixed Charge Recovery	-	-	-				
Interest	(2,060)	13,774	15,834	-768.71%			
CIF - Infrastructure	-	-	-				
CIF - Water Supply	-	-	-				
Grants - State and Federal	-	-	-				
Other	29	-	(29)				
Total Non-Operating Revenues	\$ 581,303	\$ 597,108	\$ 15,805	2.72%			
Non-Operating Expenses:							
Interest on Long-Term Debt	\$ 174,018	\$ 177,918	\$ 3,900	2.24%			
Amortization of SWP	256,417	196,895	(59,522)	-23.21%			
Change in Investments in PRWA	100,000	-	(100,000)				
Water Conservation Programs	6,529	3,660	(2,869)	-43.94%			
Total Non-Operating Expenses	\$ 536,963	\$ 378,473	\$ (158,490)	-29.52%			
Net Earnings	\$ (677,585)	\$ (36,586)	\$ 641,000	-94.60%			

Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison-2 Years - March

	2016 March	2018 March	Change	% Change		Consumption Comparison	
					Units Billed	2016	2018
Operating Revenue:						352,930	389,962
Wholesale Water	\$ 13,897	\$ 19,638	\$ 5,741	41.31%	Active	26,586	26,668
Water Sales	320,747	433,977	113,229	35.30%	Vacant	818	736
Meter Fees	1,015,367	1,096,602	81,235	8.00%			
Water Quality Fees	45,881	42,761	(3,120)	-6.80%			
Elevation Fees	17,005	18,033	1,028	6.04%	Rev/unit	\$ 4.30	\$ 4.28
Other	68,234	58,979	(9,255)	-13.56%	Rev/con	\$ 53.14	\$ 60.41
Drought Surcharge	37,045	-	(37,045)	-100.00%	Unit/con	13.28	14.62
Total Operating Revenue	\$ 1,518,176	\$ 1,669,989	\$ 151,813	10.00%			
Cash Operating Expenses:							
Directors	\$ 10,563	\$ 11,933	\$ 1,370	12.97%			
Administration-Services	128,830	124,570	(4,260)	-3.31%			
Administration-District	246,182	100,235	(145,947)	-59.28%			
Engineering	90,947	114,009	23,062	25.36%			
Facilities	476,475	428,305	(48,170)	-10.11%			
Operations	172,079	257,326	85,247	49.54%			
Finance	94,909	87,637	(7,273)	-7.66%			
Water Conservation	22,104	17,293	(4,811)	-21.76%			
Human Resources	35,715	43,516	7,801	21.84%			
Information Technology	48,897	68,788	19,891	40.68%			
Customer Care	108,420	97,488	(10,932)	-10.08%			
Source of Supply-Purchased Water	36,776	2,038	(34,738)	-94.46%			
Plant Expenditures	16,185	63,996	47,811	295.40%			
GAC Filter Media Replacement	-	-	-				
Total Cash Operating Expenses	\$ 1,488,083	\$ 1,417,134	\$ (70,949)	-4.77%			
Non-Cash Operating Expenses:							
Depreciation	\$ 485,504	\$ 447,998	\$ (37,506)	-7.73%			
OPEB Accrual Expense	195,860	127,710	(68,150)	-34.80%			
Bad Debts	5,070	6,490	1,419	28.00%			
Service Costs Construction	11,904	2,528	(9,376)	-78.77%			
Capitalized Construction	(90,745)	(76,649)	14,096	-15.53%			
Total Non-Cash Operating Expenses	\$ 607,593	\$ 508,076	\$ (99,517)	-16.38%			
Net Operating Profit/(Loss)	\$ (577,500)	\$ (255,220)	\$ 322,280	-55.81%			
Non-Operating Revenues:							
Assessments (Debt Service)	\$ 446,708	\$ 440,417	\$ (6,292)	-1.41%			
Assessments (1%)	144,958	142,917	(2,042)	-1.41%			
DWR Fixed Charge Recovery	-	-	-				
Interest	16,453	13,774	(2,679)	-16.28%			
CIF - Infrastructure	-	-	-				
CIF - Water Supply	-	-	-				
Grants - State and Federal	-	-	-				
Other	590	-	(590)	-100.00%			
Total Non-Operating Revenues	\$ 608,710	\$ 597,108	\$ (11,602)	-1.91%			
Non-Operating Expenses:							
Interest on Long-Term Debt	\$ 186,698	\$ 177,918	\$ (8,780)	-4.70%			
Amortization of SWP	196,896	196,895	(1)	0.00%			
Change in Investments in PRWA	2,321	-	(2,321)	-100.00%			
Water Conservation Programs	-	3,660	3,660				
Total Non-Operating Expenses	\$ 385,915	\$ 378,473	\$ (7,442)	-1.93%			
Net Earnings	\$ (354,705)	\$ (36,586)	\$ 318,120	-89.69%			

YEAR-TO-YEAR COMPARISON

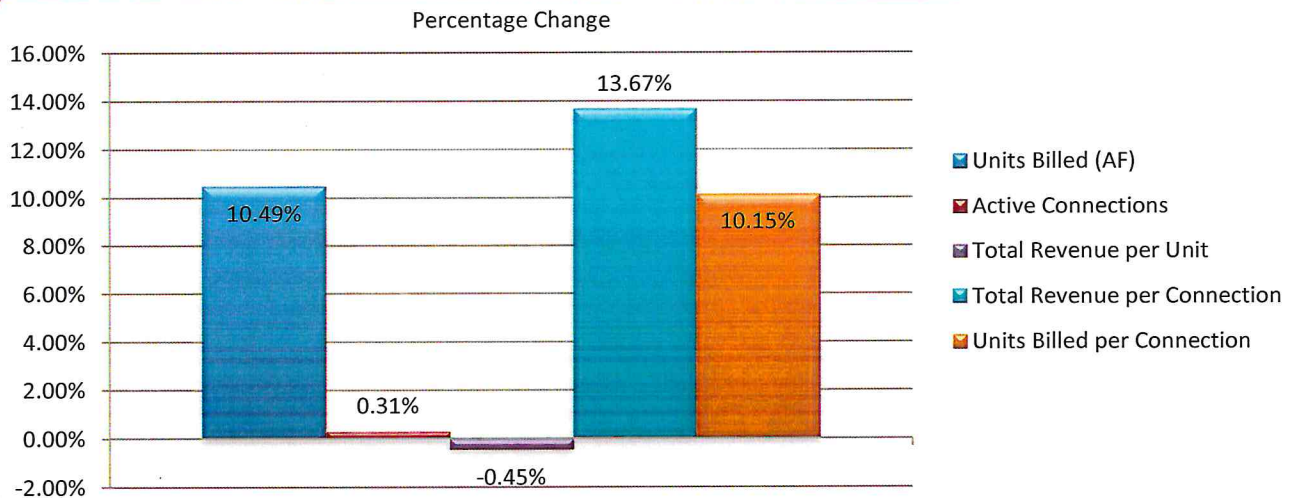
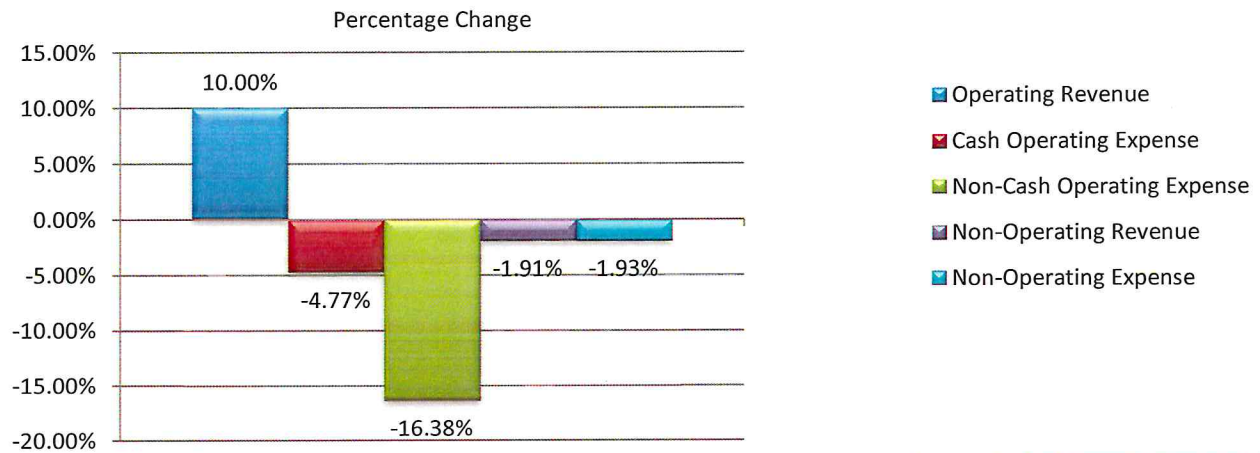
March 2017 -To - March 2018



	2017	2018	Change	
Units Billed (AF)	720	895	175	24.31%
Active Connections	26,613	26,668	55	0.21%
Non-Active	796	736	-60	-7.54%
Total Revenue per Unit	\$4.69	\$4.28	-\$0.41	-8.78%
Total Revenue per Connection	\$53.28	\$60.41	\$7.13	13.38%
Units Billed per Connection	11.79	14.62	2.84	24.05%

YEAR-TO-YEAR COMPARISON

March 2016 -To -March 2018



	2016	2018	Change	
Units Billed (AF)	810	895	85	10.49%
Active Connections	26,586	26,668	82	0.31%
Non-Active	818	736	-82	-10.02%
Total Revenue per Unit	\$4.30	\$4.28	-\$0.02	-0.45%
Total Revenue per Connection	\$53.14	\$60.41	\$7.27	13.67%
Units Billed per Connection	13.28	14.62	1.35	10.15%

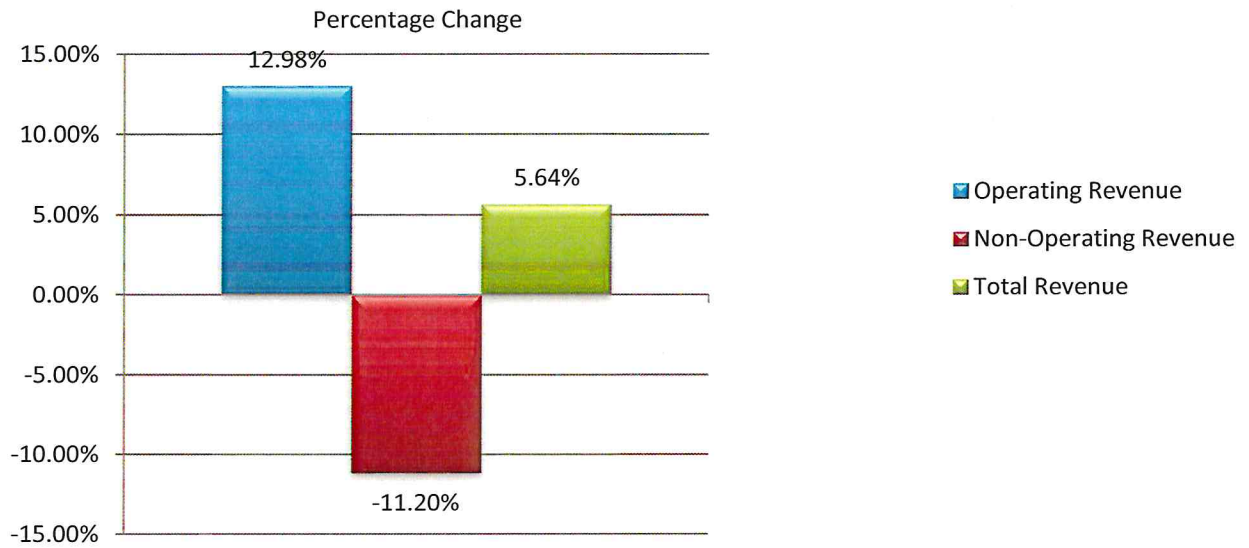
Palmdale Water District
Revenue Analysis
For the Three Months Ending 3/31/2018
2018

	Thru February	March	Year-to-Date	Adjusted Budget	% of Budget	2017 to 2018 Comparison		
						March	Year-to-Date	% Change
Operating Revenue:								
Wholesale Water	\$ 44,264	\$ 19,638	\$ 63,902	\$ 160,000	39.94%	\$ 19,008	\$ 57,408	884.00%
Water Sales	1,047,603	433,977	1,481,580	8,320,000	17.81%	125,623	457,490	44.67%
Meter Fees	2,196,721	1,096,602	3,293,323	13,006,500	25.32%	39,085	123,479	3.90%
Water Quality Fees	90,521	42,761	133,282	941,000	14.16%	5,117	17,504	15.12%
Elevation Fees	39,100	18,033	57,133	360,000	15.87%	4,195	15,139	36.05%
Other	139,604	58,979	198,583	800,000	24.82%	4,253	(4,789)	-2.35%
Drought Surcharge	-	-	-	-	-	39	(66,168)	-100.00%
Total Water Sales	\$ 3,557,812	\$ 1,669,989	\$ 5,227,802	\$ 23,587,500	22.16%	\$ 197,320	\$ 600,062	12.98%
Non-Operating Revenues:								
Assessments (Debt Service)	\$ 880,833	\$ 440,417	\$ 1,321,250	\$ 5,125,000	25.78%	\$ -	\$ -	0.00%
Assessments (1%)	285,833	142,917	428,750	2,375,000	18.05%	-	(16,397)	-3.68%
DWR Fixed Charge Recovery	-	-	-	175,000	0.00%	-	-	-
Interest	10,464	13,774	24,238	90,000	26.93%	15,834	11,792	94.74%
CIF - Infrastructure	-	-	-	62,500	0.00%	-	(58,697)	-100.00%
CIF - Water Supply	-	-	-	187,500	0.00%	-	(133,286)	-
Grants - State and Federal	18,520	-	18,520	178,000	10.40%	-	18,520	-
Other	(994)	-	(994)	60,000	-1.66%	(29)	(47,865)	-102.12%
Total Non-Operating Revenues	\$ 1,194,656	\$ 597,108	\$ 1,791,764	\$ 8,253,000	21.71%	\$ 15,805	\$ (225,932)	-11.20%
Total Revenue	\$ 4,752,469	\$ 2,267,097	\$ 7,019,566	\$ 31,840,500	22.05%	\$ 213,125	\$ 374,130	5.64%

	2017				
	Thru February	March	Year-to-Date	Adjusted Budget	% of Budget
Operating Revenue:					
Wholesale Water	\$ 5,864	\$ 631	\$ 6,494	\$ 160,000	4.06%
Water Sales	715,737	308,353	1,024,090	8,002,000	12.80%
Meter Fees	2,112,328	1,057,517	3,169,844	12,475,500	25.41%
Water Quality Fees	78,133	37,644	115,778	862,500	13.42%
Elevation Fees	28,155	13,838	41,993	340,000	12.35%
Other	148,646	54,726	203,372	960,000	21.18%
Drought Surcharge	66,207	(39)	66,168	-	-
Total Water Sales	\$ 3,149,207	\$ 1,472,039	\$ 4,621,245	\$ 22,800,000	20.27%
Non-Operating Revenues:					
Assessments (Debt Service)	\$ 880,833	\$ 440,417	\$ 1,321,250	\$ 5,000,000	26.42%
Assessments (1%)	302,230	142,917	445,147	1,957,500	22.74%
DWR Fixed Charge Recovery	-	-	-	200,000	0.00%
Interest	14,506	(2,060)	12,446	60,000	20.74%
CIF - Infrastructure	58,697	-	58,697	57,500	102.08%
CIF - Water Supply	133,286	-	133,286	192,500	69.24%
Grants - State and Federal	-	-	-	178,000	0.00%
Other	46,841	29	46,871	60,000	78.12%
Total Non-Operating Revenues	\$ 1,436,393	\$ 581,303	\$ 2,017,696	\$ 7,705,500	26.19%
Total Revenue	\$ 4,585,600	\$ 2,053,342	\$ 6,638,941	\$ 30,505,500	21.76%

REVENUE COMPARISON YEAR-TO-DATE

March 2017-To- March 2018



Palmdale Water District
Operating Expense Analysis
For the Three Months Ending 3/31/2018
2018

2017 to 2018 Comparison

	Thru February	March	Year-to-Date	Adjusted Budget	% of Budget	March	Year-to-Date	% Change
Cash Operating Expenses:								
Directors	\$ 17,361	\$ 11,933	\$ 29,294	\$ 140,500	20.85%	\$ 6,398	\$ 3,385	13.06%
Administration-Services	282,223	124,570	406,793	1,957,200	20.78%	(15,281)	(31,178)	-7.12%
Administration-District	273,808	100,235	374,044	1,730,000	21.62%	(64,714)	65,164	21.10%
Engineering	311,357	114,009	425,366	1,662,900	25.58%	7,475	58,073	15.81%
Facilities	1,050,604	428,305	1,478,909	7,091,750	20.85%	40,609	130,930	9.71%
Operations	411,944	257,326	669,270	3,032,007	22.07%	27,365	(4,679)	-0.69%
Finance	203,302	87,637	290,938	1,291,250	22.53%	(5,931)	(22,328)	-7.13%
Water Conservation	37,617	17,293	54,910	300,000	18.30%	(1,733)	3,366	6.53%
Human Resources	100,352	43,516	143,868	636,850	22.59%	29,083	66,401	85.72%
Information Technology	148,659	68,788	217,447	896,350	24.26%	27,284	44,085	25.43%
Customer Care	223,271	97,488	320,759	1,312,700	24.44%	(1,559)	19,347	6.42%
Source of Supply-Purchased Water	4,077	2,038	6,115	2,100,000	0.29%	(166,307)	(396,959)	-98.48%
Plant Expenditures	14,875	63,996	78,871	1,144,000	6.89%	(42,750)	(77,428)	-49.54%
GAC Filter Media Replacement	-	-	-	840,000	0.00%	-	(169,477)	
Total Cash Operating Expenses	\$ 3,079,451	\$ 1,417,134	\$ 4,496,585	\$ 24,135,507	18.63%	\$ (160,061)	\$ (311,296)	-6.92%
Non-Cash Operating Expenses:								
Depreciation	\$ 896,725	\$ 447,998	\$ 1,344,723	\$ 6,000,000	22.41%	\$ (8,801)	\$ (25,673)	-1.87%
OPEB Accrual Expense	255,420	127,710	383,130	2,300,000	16.66%	(55,189)	(165,568)	
Bad Debts	62,251	6,490	68,741	50,000	137.48%	6,100	19,449	39.46%
Service Costs Construction	2,468	2,528	4,996	125,000	4.00%	680	(56,025)	-91.81%
Capitalized Construction	(48,985)	(76,649)	(125,635)	(600,000)	20.94%	(52,113)	5,683	-4.33%
Total Non-Cash Operating Expenses	\$ 1,167,880	\$ 508,076	\$ 1,675,956	\$ 7,875,000	21.28%	\$ (109,323)	\$ (222,135)	-13.25%
Non-Operating Expenses:								
Interest on Long-Term Debt	\$ 366,290	\$ 177,918	\$ 544,208	\$ 2,063,500	26.37%	\$ 3,900	\$ (2,117)	-0.39%
Amortization of SWP	393,789	196,895	590,684	2,851,000	20.72%	(59,522)	(59,521)	-9.15%
Change in Investments in PRWA	36	-	36	300,000	0.01%	(100,000)	(99,966)	
Water Conservation Programs	10,320	3,660	13,980	221,000	6.33%	(2,869)	(7,916)	-36.15%
Total Non-Operating Expenses	\$ 770,435	\$ 378,473	\$ 1,148,908	\$ 5,435,500	21.14%	\$ (158,490)	\$ (169,520)	-12.86%
Total Expenses	\$ 5,017,766	\$ 2,303,683	\$ 7,321,448	\$ 37,446,007	19.55%	\$ (427,875)	\$ (702,951)	-8.76%

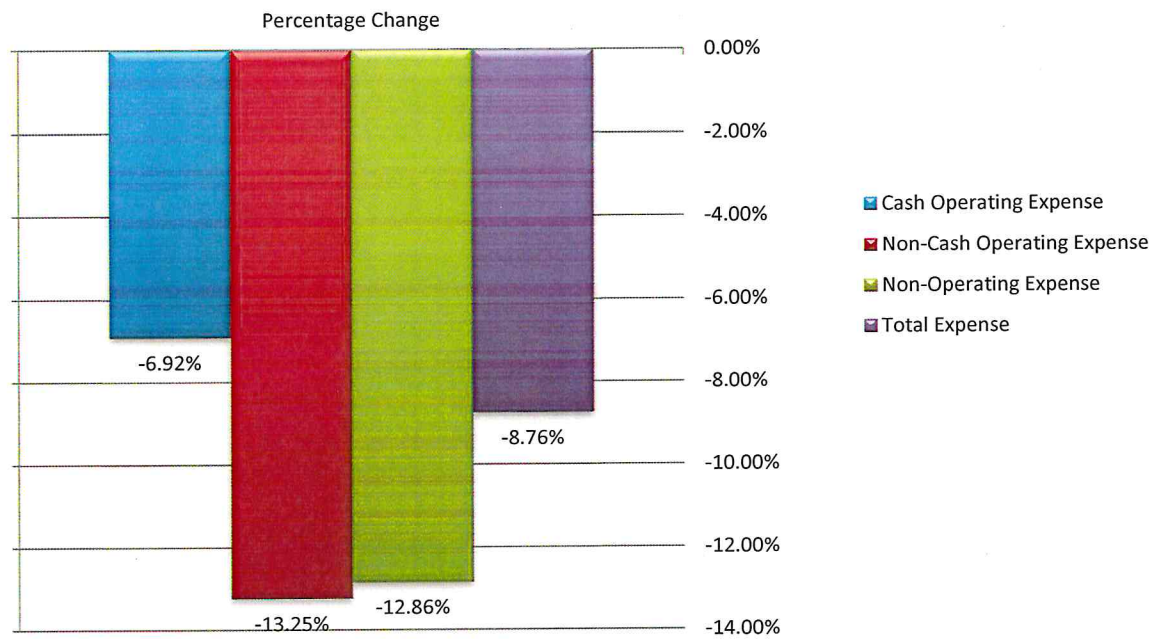
Palmdale Water District
Operating Expense Analysis
For the Three Months Ending 3/31/2018
2017

2017 to 2018 Comparison

	Thru February	March	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	\$ 20,374	\$ 5,535	\$ 25,909	\$ 115,500	22.43%
Administration-Services	298,120	139,851	437,971	1,925,000	22.75%
Administration-District	143,930	164,949	308,880	1,509,500	20.46%
Engineering	260,759	106,534	367,293	1,451,500	25.30%
Facilities	960,283	387,696	1,347,979	6,626,000	20.34%
Operations	443,988	229,962	673,949	2,546,250	26.47%
Finance	219,699	93,567	313,266	1,246,500	25.13%
Water Conservation	32,518	19,026	51,544	230,000	22.41%
Human Resources	63,034	14,433	77,466	313,100	24.74%
Information Technology	131,858	41,503	173,362	804,750	21.54%
Customer Care	202,365	99,048	301,412	1,278,000	23.58%
Source of Supply-Purchased Water	234,729	168,345	403,074	2,190,000	18.41%
Plant Expenditures	49,553	106,746	156,299	574,292	27.22%
GAC Filter Media Replacement	169,477	-	169,477	862,500	19.65%
Total Cash Operating Expenses	\$ 3,230,686	\$ 1,577,195	\$ 4,807,881	\$ 21,672,892	22.18%
Non-Cash Operating Expenses:					
Depreciation	\$ 913,598	\$ 456,799	\$ 1,370,396	\$ 6,000,000	22.84%
OPEB Accrual Expense	365,799	182,900	548,699	2,350,000	23.35%
Bad Debts	48,902	390	49,292	50,000	98.58%
Service Costs Construction	59,174	1,847	61,021	125,000	48.82%
Capitalized Construction	(106,782)	(24,536)	(131,318)	(750,000)	17.51%
Total Non-Cash Operating Expenses	\$ 1,280,691	\$ 617,399	\$ 1,898,090	\$ 7,775,000	24.41%
Non-Operating Expenses:					
Interest on Long-Term Debt	\$ 372,307	\$ 174,018	\$ 546,325	\$ 2,228,000	24.52%
Amortization of SWP	393,788	256,417	650,205	2,238,000	29.05%
Change in Investments in PRWA	2	100,000	100,002	100,000	
Water Conservation Programs	15,367	6,529	21,896	135,500	16.16%
Total Non-Operating Expenses	\$ 781,465	\$ 536,963	\$ 1,318,428	\$ 4,701,500	28.04%
Total Expenses	\$ 5,292,842	\$ 2,731,557	\$ 8,024,399	\$ 34,149,392	23.50%

EXPENSE COMPARISON YEAR-TO-DATE

March 2017-To-March 2018



Palmdale Water District
2018 Directors Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ -	\$ -	\$ -	\$ -	
Employee Benefits					
1-01-4005-000 Payroll Taxes	941	5,500		4,559	17.11%
Subtotal (Benefits)	941	5,500	-	4,559	17.11%
Total Personnel Expenses	\$ 941	\$ 5,500	\$ -	\$ 4,559	17.11%
OPERATING EXPENSES:					
1-01-xxxx-007 Director Share - Alvarado, Robert	\$ 7,650	\$ 27,000		\$ 19,350	28.33%
1-01-xxxx-008 Director Share - Mac Laren, Kathy	3,054	27,000		23,946	11.31%
1-01-xxxx-009 Director Share - Estes, Joe	5,938	27,000		21,062	21.99%
1-01-xxxx-010 Director Share - Dino, Vincent	3,626	27,000		23,374	13.43%
1-01-xxxx-011 Director Share - Henriquez, Marco	8,085	27,000		18,915	29.94%
Subtotal Operating Expenses	28,353	135,000	-	18,915	21.00%
Total O & M Expenses	\$ 29,294	\$ 140,500	\$ -	\$ 23,474	20.85%

Palmdale Water District
2018 Administration District Wide Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 17,125	\$ 90,000		\$ 72,875	19.03%
Subtotal (Salaries)	\$ 17,125	\$ 90,000	\$ -	\$ 72,875	19.03%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	\$ 128,178	\$ 568,500		440,322	22.55%
1-02-5070-003 Workers Compensation	79,113	280,000		200,887	28.25%
1-02-5070-004 Vacation Benefit Expense	5,160	25,000		19,840	20.64%
1-02-5070-005 Life Insurance	916	6,500		5,584	14.09%
Subtotal (Benefits)	\$ 213,367	\$ 880,000	\$ -	\$ 666,633	24.25%
Total Personnel Expenses	\$ 230,492	\$ 970,000	\$ -	\$ 739,508	23.76%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	\$ 1,087	\$ 20,000		18,913	5.43%
1-02-5070-007 Consultants	19,874	70,000		50,126	28.39%
1-02-5070-008 Insurance	60,985	305,000		244,015	20.00%
1-02-5070-009 Groundwater Adjudication	13,216	50,000		36,784	26.43%
1-02-5070-010 Legal Services	18,077	150,000		131,923	12.05%
1-02-5070-011 Memberships/Subscriptions	3,726	125,000		121,274	2.98%
1-02-5070-099 100th Anniversary	26,587	40,000		13,413	66.47%
Subtotal Operating Expenses	\$ 143,551	\$ 760,000	\$ -	\$ 616,449	18.89%
Total Departmental Expenses	\$ 374,044	\$ 1,730,000	\$ -	\$ 1,355,956	21.62%

Palmdale Water District
2018 Administration District Wide Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 17,125	\$ 90,000		\$ 72,875	19.03%
Subtotal (Salaries)	\$ 17,125	\$ 90,000	\$ -	\$ 72,875	19.03%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	\$ 128,178	\$ 568,500		440,322	22.55%
1-02-5070-003 Workers Compensation	79,113	280,000		200,887	28.25%
1-02-5070-004 Vacation Benefit Expense	5,160	25,000		19,840	20.64%
1-02-5070-005 Life Insurance	916	6,500		5,584	14.09%
Subtotal (Benefits)	\$ 213,367	\$ 880,000	\$ -	\$ 666,633	24.25%
Total Personnel Expenses	\$ 230,492	\$ 970,000	\$ -	\$ 739,508	23.76%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	\$ 1,087	\$ 20,000		18,913	5.43%
1-02-5070-007 Consultants	19,874	70,000		50,126	28.39%
1-02-5070-008 Insurance	60,985	305,000		244,015	20.00%
1-02-5070-009 Groundwater Adjudication	13,216	50,000		36,784	26.43%
1-02-5070-010 Legal Services	18,077	150,000		131,923	12.05%
1-02-5070-011 Memberships/Subscriptions	3,726	125,000		121,274	2.98%
1-02-5070-099 100th Anniversary	26,587	40,000		13,413	66.47%
Subtotal Operating Expenses	\$ 143,551	\$ 760,000	\$ -	\$ 616,449	18.89%
Total Departmental Expenses	\$ 374,044	\$ 1,730,000	\$ -	\$ 1,355,956	21.62%

Palmdale Water District
2018 Engineering Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 255,831	\$ 1,058,750		\$ 802,919	24.16%
1-03-4000-100 Overtime	14,992	9,000		(5,992)	166.58%
Subtotal (Salaries)	\$ 270,823	\$ 1,067,750	\$ -	\$ 796,927	25.36%
Employee Benefits					
1-03-4005-000 Payroll Taxes	20,397	78,750		58,353	25.90%
1-03-4010-000 Health Insurance	71,916	209,750		137,834	34.29%
1-03-4015-000 PERS**	25,171	132,750		107,579	18.96%
Subtotal (Benefits)	\$ 117,484	\$ 421,250	\$ -	\$ 303,766	27.89%
Total Personnel Expenses	\$ 388,307	\$ 1,489,000	\$ -	\$ 1,100,693	26.08%
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 96	\$ 3,000		\$ 2,904	3.21%
1-03-4060-000 Staff Conferences & Seminars	-	3,000		3,000	0.00%
1-03-4060-001 Staff Training - Auto CAD Civil 3D	1,879	13,000		11,121	14.45%
1-03-4155-000 Contracted Services	27,140	40,000		12,860	67.85%
1-03-4165-000 Memberships/Subscriptions	427	2,500		2,073	17.09%
1-03-4250-000 General Materials & Supplies	7,084	10,400		3,316	68.12%
1-03-8100-100 Computer Software - Maint. & Support	432	102,000		101,568	0.42%
Subtotal Operating Expenses	\$ 37,059	\$ 173,900	\$ -	\$ 136,841	21.31%
Total Departmental Expenses	\$ 425,366	\$ 1,662,900	\$ -	\$ 1,237,534	25.58%

Palmdale Water District
2018 Facilities Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 494,442	\$ 2,134,500		\$ 1,640,058	23.16%
1-04-4000-100 Overtime	34,426	115,000		80,574	29.94%
Subtotal (Salaries)	\$ 528,868	\$ 2,249,500	\$ -	\$ 1,720,632	23.51%
Employee Benefits					
1-04-4005-000 Payroll Taxes	41,229	178,000		136,771	23.16%
1-04-4010-000 Health Insurance	181,885	491,750		309,865	36.99%
1-04-4015-000 PERS	45,858	260,000		214,142	17.64%
Subtotal (Benefits)	\$ 268,972	\$ 929,750	\$ -	\$ 660,778	28.93%
Total Personnel Expenses	\$ 797,840	\$ 3,179,250	\$ -	\$ 2,381,410	25.10%
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ 756	\$ 3,000		\$ 2,244	25.19%
1-04-4060-000 Staff Conferences & Seminars	-	13,000		13,000	0.00%
1-04-4155-000 Contracted Services	41,965	530,000		488,036	7.92%
1-04-4175-000 Permits-Dams	-	25,000		25,000	0.00%
1-04-4215-100 Natural Gas - Wells & Boosters	35,599	225,000		189,401	15.82%
1-04-4215-200 Natural Gas - Buildings	2,437	9,000		6,563	27.07%
1-04-4220-100 Electricity - Wells & Boosters	293,919	1,320,000		1,026,081	22.27%
1-04-4220-200 Electricity - Buildings	15,659	88,000		72,341	17.79%
1-04-4225-000 Maint. & Repair - Vehicles	5,255	35,000		29,745	15.01%
1-04-4230-100 Maint. & Rep. Office Building	5,949	25,000		19,051	23.79%
1-04-4235-110 Maint. & Rep. Equipment	524	12,000		11,476	4.37%
1-04-4235-400 Maint. & Rep. Operations - Wells	22,069	100,000		77,931	22.07%
1-04-4235-405 Maint. & Rep. Operations - Boosters	170	80,000		79,830	0.21%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	9,812	25,000		15,188	39.25%
1-04-4235-415 Maint. & Rep. Operations - Facilities	5,342	50,000		44,658	10.68%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	65,513	300,000		234,487	21.84%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	12	15,000		14,988	0.08%
1-04-4235-430 Maint. & Rep. Operations - Palmdale Dam	550	7,500		6,950	7.33%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	1,110	10,000		8,890	11.10%
1-04-4235-440 Maint. & Rep. Operations - Large Meters	715	35,000		34,285	2.04%
1-04-4235-445 Maint. & Rep. Operations - Telemetry	-	5,000		5,000	0.00%
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	-	10,000		10,000	0.00%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	7,494	45,000		37,506	16.65%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	381	5,000		4,619	7.61%
1-04-4235-461 Maint. & Rep. Operations - Air Vac	24,723	28,000		3,277	88.30%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges	55,257	250,000		194,743	22.10%
1-04-4270-300 Telecommunication - Other	1,657	4,000		2,343	41.42%
1-04-4300-100 Testing - Regulatory Compliance	407	20,000		19,594	2.03%
1-04-4300-200 Testing - Large Meters	705	12,500		11,795	5.64%
1-04-4300-300 Testing - Edison Testing	-	30,000		30,000	0.00%
1-04-5070-009 Groundwater Adjudication-Pumping Assessment	13,848	50,000		36,152	27.70%
1-04-6000-000 Waste Disposal	2,052	20,000		17,948	10.26%
1-04-6100-100 Fuel and Lube - Vehicle	20,493	105,000		84,507	19.52%
1-04-6100-200 Fuel and Lube - Machinery	520	40,000		39,480	1.30%
1-04-6200-000 Uniforms	3,488	28,000		24,512	12.46%
1-04-6300-100 Supplies - General	13,527	47,500		33,973	28.48%
1-04-6300-200 Supplies - Hypo Generators	-	7,500		7,500	0.00%
1-04-6300-300 Supplies - Electrical	-	3,000		3,000	0.00%
1-04-6300-400 Supplies - Telemetry	-	5,000		5,000	0.00%
1-04-6300-800 Supplies - Construction Materials	6,581	35,000		28,419	18.80%
1-04-6400-000 Tools	11,114	52,000		40,886	21.37%
1-04-7000-100 Leases -Equipment	3,536	15,000		11,464	23.58%
1-04-7000-100 Leases -Vehicles	7,931	70,000		62,069	11.33%
Subtotal Operating Expenses	\$ 681,069	\$ 3,795,000	\$ -	\$ 3,113,931	17.95%
Total Departmental Expenses	\$ 1,478,909	\$ 6,974,250	\$ -	\$ 5,495,341	21.21%

Palmdale Water District
2018 Operation Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 230,660	\$ 937,750		\$ 707,090	24.60%
1-05-4000-100 Overtime	24,971	60,000		35,029	41.62%
Subtotal (Salaries)	\$ 255,631	\$ 997,750	\$ -	\$ 742,119	25.62%
Employee Benefits					
1-05-4005-000 Payroll Taxes	19,798	68,750		48,952	28.80%
1-05-4010-000 Health Insurance	50,876	159,250		108,374	31.95%
1-05-4015-000 PERS	22,952	121,500		98,548	18.89%
Subtotal (Benefits)	\$ 93,626	\$ 349,500	\$ -	\$ 255,874	26.79%
Total Personnel Expenses	\$ 349,257	\$ 1,347,250	\$ -	\$ 997,993	25.92%
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ 79	\$ 2,500		\$ 2,421	3.16%
1-05-4060-000 Staff Conferences & Seminars	-	2,500		2,500	0.00%
1-05-4155-000 Contracted Services	17,473	89,970		72,497	19.42%
1-05-4175-000 Permits	58,936	66,287		7,351	88.91%
1-05-4215-200 Natural Gas - WTP	542	3,000		2,458	18.08%
1-05-4220-200 Electricity - WTP	41,604	290,000		248,396	14.35%
1-05-4230-110 Maint. & Rep. - Office Equipment	312	500		188	62.40%
1-05-4235-110 Maint. & Rep. Operations - Equipment	2,423	20,000		17,578	12.11%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	93	6,000		5,908	1.54%
1-05-4235-415 Maint. & Rep. Operations - Facilities	9,411	86,000		76,589	10.94%
1-05-4235-450 Maint. & Rep. Operations - Hypo Generator	27,072	65,000		37,928	41.65%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	-	10,000		10,000	0.00%
1-05-4236-000 Palmdale Lake Management	-	100,000		100,000	0.00%
1-05-6000-000 Waste Disposal	876	20,000		19,124	4.38%
1-05-6200-000 Uniforms	2,582	16,000		13,418	16.14%
1-05-6300-100 Supplies - General	4,014	15,000		10,986	26.76%
1-05-6300-600 Supplies - Lab	16,695	52,000		35,305	32.10%
1-05-6300-700 Outside Lab Work	11,815	71,000		59,185	16.64%
1-05-6400-000 Tools	1,729	6,000		4,271	28.82%
1-05-6500-000 Chemicals	121,917	760,000		638,083	16.04%
1-05-7000-100 Leases -Equipment	2,442	3,000		558	81.40%
Subtotal Operating Expenses	\$ 320,013	\$ 1,684,757	\$ -	\$ 1,364,744	18.99%
Total Departmental Expenses	\$ 669,270	\$ 3,032,007	\$ -	\$ 2,362,737	22.07%

Palmdale Water District
2018 Finance Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 150,302	\$ 697,500		\$ 547,198	21.55%
1-06-4000-100 Overtime	92	3,000		2,908	3.08%
Subtotal (Salaries)	\$ 150,394	\$ 700,500	\$ -	\$ 550,106	21.47%
Employee Benefits					
1-06-4005-000 Payroll Taxes	11,232	53,250		42,018	21.09%
1-06-4010-000 Health Insurance	36,294	99,250		62,956	36.57%
1-06-4015-000 PERS	16,211	94,750		78,539	17.11%
Subtotal (Benefits)	\$ 63,737	\$ 247,250	\$ -	\$ 183,513	25.78%
Total Personnel Expenses	\$ 214,131	\$ 947,750	\$ -	\$ 733,619	22.59%
OPERATING EXPENSES:					
1-06-4155-000 Contracted Services	\$ -	\$ 7,500		\$ 7,500	0.00%
1-06-4155-100 Contracted Services - Infosend	62,240	280,000		217,760	22.23%
1-06-4165-000 Memberships/Subscriptions	-	500		500	0.00%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	500		500	0.00%
1-06-4250-000 General Material & Supplies	-	3,000		3,000	0.00%
1-06-4260-000 Business Forms	421	4,000		3,579	10.53%
1-06-4270-100 Telecommunication - Office	8,585	25,000		16,415	34.34%
1-06-4270-200 Telecommunication - Cellular Stipend	4,935	20,000		15,065	24.68%
1-06-7000-100 Leases - Equipment	625	3,000		2,375	20.84%
Subtotal Operating Expenses	\$ 76,807	\$ 343,500	\$ -	\$ 266,693	22.36%
Total Departmental Expenses	\$ 290,938	\$ 1,291,250	\$ -	\$ 1,000,312	22.53%

Palmdale Water District
2018 Water Conservation Budget
For the Three Months Ending Saturday, March 31, 2018

YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
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Personnel Budget:

1-07-4000-000 Salaries	\$ 34,860	\$ 148,000	\$ 113,140	23.55%
1-07-4000-100 Overtime	401	2,500	2,099	16.04%
Subtotal (Salaries)	\$ 35,261	\$ 150,500	\$ 115,239	23.43%

Employee Benefits

1-07-4005-000 Payroll Taxes	2,851	12,250	9,399	23.27%
1-07-4010-000 Health Insurance	10,031	40,250	30,219	24.92%
1-07-4015-000 PERS	3,863	20,000	16,137	19.31%
Subtotal (Benefits)	\$ 16,744	\$ 72,500	\$ -	23.10%

Total Personnel Expenses

\$ 52,005	\$ 223,000	\$ -	\$ 168,896	23.32%
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OPERATING EXPENSES:

1-07-4050-000 Staff Travel	\$ 240	\$ 2,000	\$ 1,760	11.99%
1-07-4060-000 Staff Conferences & Seminar	-	3,000	3,000	0.00%
1-07-4190-300 Public Relations - Landscape Workshop/Training	-	5,000	5,000	0.00%
1-07-4190-400 Public Relations - Contests	-	2,000	2,000	0.00%
1-07-4190-500 Public Relations - Education Programs	94	53,000	52,906	0.18%
1-07-4190-900 Public Relations - Other	2,487	5,000	2,513	49.73%
1-07-6300-100 Supplies - Misc.	84	7,000	6,916	1.20%
Subtotal Operating Expenses	\$ 2,905	\$ 77,000	\$ -	3.77%

Total Departmental Expenses

\$ 54,910	\$ 300,000	\$ -	\$ 242,991	18.30%
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Palmdale Water District
2018 Human Resources Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 46,794	\$ 220,000		\$ 173,206	21.27%
Subtotal (Salaries)	\$ 46,794	\$ 220,000	\$ -	\$ 173,206	21.27%
Employee Benefits					
1-08-4005-000 Payroll Taxes	3,636	16,750		13,114	21.71%
1-08-4010-000 Health Insurance	7,149	21,000		13,851	34.04%
1-08-4015-000 PERS	3,934	21,000		17,066	18.73%
Subtotal (Benefits)	\$ 14,719	\$ 58,750	\$ -	\$ 44,031	25.05%
Total Personnel Expenses	\$ 61,513	\$ 278,750	\$ -	\$ 217,237	22.07%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 95	\$ 1,500		\$ 1,405	6.31%
1-08-4060-000 Staff Conferences & Seminars	-	1,500		1,500	0.00%
1-08-4070-000 Employee Expense	21,179	50,000		28,821	42.36%
1-08-4080-000 Succession Planning	-	200,000		200,000	0.00%
1-08-4090-000 Temporary Staffing	25,710	-		(25,710)	
1-08-4095-000 Employee Recruitment	3,226	3,000		(226)	107.52%
1-08-4100-000 Employee Retention	2,534	5,000		2,466	50.68%
1-08-4105-000 Employee Relations	1,970	3,500		1,530	56.29%
1-08-4120-100 Training-Safety	11,971	35,000		23,029	34.20%
1-08-4120-200 Training-Speciality	8,780	15,000		6,220	58.53%
1-08-4121-000 Safety Program	-	1,000		1,000	0.00%
1-08-4165-000 Membership/Subscriptions	804	1,600		796	50.25%
1-08-4165-100 HR/Safety Publications	263	1,000		737	26.35%
1-08-6300-500 Supplies - Safety	5,823	40,000		34,177	14.56%
Subtotal Operating Expenses	\$ 82,355	\$ 358,100	\$ -	\$ 275,745	23.00%
Total Departmental Expenses	\$ 143,868	\$ 636,850	\$ -	\$ 492,982	22.59%

Palmdale Water District
2018 Information Technology Budget
For the Three Months Ending Saturday, March 31, 2018

	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 46,017	\$ 180,000		\$ 133,983	25.56%
1-09-4000-100 Overtime	51	2,500		2,449	2.03%
Subtotal (Salaries)	\$ 46,068	\$ 182,500		\$ 136,432	25.24%
Employee Benefits					
1-09-4005-000 Payroll Taxes	3,507	13,750		10,243	25.50%
1-09-4010-000 Health Insurance	8,040	30,250		22,210	26.58%
1-09-4015-000 PERS	4,246	23,250		19,004	18.26%
Subtotal (Benefits)	\$ 15,793	\$ 67,250	\$ -	\$ 51,458	23.48%
Total Personnel Expenses	\$ 61,860	\$ 249,750	\$ -	\$ 185,441	24.77%
OPERATING EXPENSES:					
1-09-4050-000 Staff Travel	\$ 202	\$ 3,000		\$ 2,798	6.73%
1-09-4060-000 Staff Conferences & Seminars	825	10,000		9,175	8.25%
1-09-4155-000 Contracted Services	68,892	165,000		96,108	41.75%
1-09-4165-000 Memberships/Subscriptions	200	2,500		2,300	8.00%
1-09-4270-000 Telecommunications	25,066	98,500		73,434	25.45%
1-09-8000-100 Computer Equipment - Computers	17,477	45,000		27,523	38.84%
1-09-8000-200 Computer Equipment - Laptops	5,863	45,000		39,137	13.03%
1-09-8000-300 Computer Equipment - Monitors	1,541	2,000		459	77.03%
1-09-8000-500 Computer Equipment - Toner Cartridges	574	3,000		2,426	19.13%
1-09-8000-550 Computer Equipment - Telephony	-	3,000		3,000	0.00%
1-09-8000-600 Computer Equipment - Other	3,259	40,000		36,741	8.15%
1-09-8000-650 Computer Equipment - Warranty & Support	3,420	10,000		6,580	34.20%
1-09-8100-100 Computer Software - Maint. and Support	26,859	139,600		112,741	19.24%
1-09-8100-150 Computer Software - Dynamics GP Support	-	60,000		60,000	0.00%
1-09-8100-200 Computer Software - Software and Upgrades	1,410	20,000		18,590	7.05%
Subtotal Operating Expenses	\$ 155,587	\$ 646,600	\$ -	\$ 491,013	24.06%
Total Departmental Expenses	\$ 217,447	\$ 896,350	\$ -	\$ 676,454	24.26%

Palmdale Water District
2018 Customer Care Budget
For the Three Months Ending Saturday, March 31, 2018




	YTD ACTUAL 2018	ORIGINAL BUDGET 2018	ADJUSTMENTS 2018	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries	\$ 199,610	\$ 897,000		\$ 697,390	22.25%
1-10-4000-100 Overtime	1,751	7,500		5,749	23.35%
Subtotal (Salaries)	\$ 201,362	\$ 904,500	\$ -	\$ 703,138	22.26%
Employee Benefits					
1-10-4005-000 Payroll Taxes	15,810	68,500		52,690	23.08%
1-10-4010-000 Health Insurance	72,885	181,500		108,615	40.16%
1-10-4015-000 PERS	21,806	121,500		99,694	17.95%
Subtotal (Benefits)	\$ 110,501	\$ 371,500	\$ -	\$ 260,999	29.74%
Total Personnel Expenses	\$ 311,862	\$ 1,276,000	\$ -	\$ 964,138	24.44%
OPERATING EXPENSES:					
1-10-4050-000 Staff Travel	\$ -	\$ 2,000		\$ 2,000	0.00%
1-10-4060-000 Staff Conferences & Seminars	-	3,000		3,000	0.00%
1-10-4155-000 Contracted Services	4,261	22,000		17,739	19.37%
1-10-4230-110 Maintenance & Repair-Office Equipment	-	200		200	0.00%
1-10-4250-000 General Material & Supplies	4,636	7,000		2,364	66.23%
1-10-4260-000 Business Forms	-	2,500		2,500	0.00%
Subtotal Operating Expenses	\$ 8,897	\$ 36,700	\$ -	\$ 27,803	24.24%
Total Departmental Expenses	\$ 320,759	\$ 1,312,700	\$ -	\$ 991,941	24.44%

Budget Year	Project	Project Title	Project Type	Estimated Expense	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2017	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2018 Total	2019 Carryover
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin	Water Supply		Environmental Const.	427,490	04/26/2017	413,587	13,903	259,212	70,076	84,299	-	-	-	-	-	-	-	-	-	-	154,375	
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin - Auxilliary Items	Water Supply		Various Vendors			55,485		-	42,414	8,374	4,697	-	-	-	-	-	-	-	-	-	55,485	
2017	16-411	Clearwell 2950' Discharge Piping and Valve	Replacement Cap.		Southwest Valve & Equip.	36,961	03/01/2017	77,344	(40,383)	77,344	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	16-415	El Camino Underground Booster - 40hp	Replacement Cap.		Roadrunner Pump	16,196	11/01/2016	13,834	2,362	13,834	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	16-607	Clearwell - Booster #2 & #3 - Replacement	Replacement Cap.		Best Drilling & Pump, Inc.	114,295		119,223	(4,928)	119,223	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	15-614	WTP - Drainage Improvements	New Capital	80,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	16-605	WTP - Additional Brine Tank/Salt Silo	New Capital	90,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	16-611	CL2 Monitoring @ Well Sites	Regulatory	110,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	15-611	WM Replacement - Camares & Avenue S14 (Spec 1502)	Replacement Cap.	110,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	16-411	6MG Clearwell - Piping Replacement	Replacement Cap.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	16-608	Ave. Q-1, Q-2, Q-3, Q-4, and Q-5 @ 5th St. E. Water Main Repl. (Spec 1603)	Replacement Cap.	25,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	17-610	WTP - 30" Effluent Flow Meter	Replacement Cap.		Various Vendors			30,358	-	-	-	30,358	-	-	-	-	-	-	-	-	-	-	-	30,358
2017	17-611	Well 6 - Emergency Repair & Rehabilitation	Replacement Cap.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2017	17-612	WTP Emergency Repairs - Wash Pump	Replacement Cap.		Various Vendors			12,785	-	-	-	12,785	-	-	-	-	-	-	-	-	-	-	-	12,785
2017	17-613	Avenue T8 Booster #2 - Emergency Repair	Replacement Cap.		Best Drilling & Pump, Inc.			36,540	-	-	36,540	-	-	-	-	-	-	-	-	-	-	-	-	36,540
2017	17-600	Entry Buildings @ Filter and GAC Pipe Gallery Entrance	Safety	28,500				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-601	6MG Clearwell - Curtain Repairs	General Project	94,000	Garrett Paint & Sndblsting			85,169	-	-	32,740	52,429	-	-	-	-	-	-	-	-	-	-	-	85,169
2018	12-611	WM Replacement - Avenue P8/20th	Replacement Cap.	410,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	15-613	WM Replacement - Avenue V5 (Spec 1504)	Replacement Cap.	45,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	16-602	WM Replacement - Avenue P & 25th ST (Spec 1601)	Replacement Cap.	152,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	17-602	WM Replacement - 13th ST E/Avenue R (Spec 1703)	Replacement Cap.	170,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-602	Well 7 - Rehabilitation	Replacement Cap.	180,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-603	Well 29 - Rehabilitation	Replacement Cap.	65,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-604	Well 35 - Rehabilitation	Replacement Cap.	75,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-605	Well 14 - Rehabilitation	Replacement Cap.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-606	45th ST Tank Site - Altitude Valve Replacement	Replacement Cap.	70,000				6,752	-	-	-	-	6,752	-	-	-	-	-	-	-	-	-	-	6,752
2018	18-607	Well 14 Tank - Repair & Renovation	Replacement Cap.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	16-410	PRV Replacement - 25th ST/Avenue S	Replacement Equip.	13,333				93	-	-	-	-	93	-	-	-	-	-	-	-	-	-	-	93
2018	17-408	Replace PRV - 47th & Stargazer	Replacement Equip.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	17-608	Replace PRV - Avenue S14/Camares	Replacement Equip.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-608	Wells 3 & 7 - Brine Tank Installation	Replacement Equip.	65,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	18-609	WTP Replacement Sodium Hypochrite Unit	Replacement Cap.	68,000	DeNora Water Tech			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018	Various	Vault & Meter Rehabilitation Projects (Through-out District)	Replacement Cap.		Various Vendors			8,894	-	-	-	644	8,250	-	-	-	-	-	-	-	-	-	-	8,894
2018		45th ST - Booster #3	Replacement Cap.	23,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Well 3 - Booster	Replacement Cap.	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Well 14 - Booster	Replacement Cap.	8,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Ave. P-12, Division, 2nd, 3rd, Stanridge Water Main Repl.	Replacement Cap.	750,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Sierra Hwy. Tie-In and Abandonment	Replacement Cap.	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Ave. Q-14 and 17th Street East Water Main Replacement	Replacement Cap.	45,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Ave. Q-10 and 12th Street East Water Main Replacement	Replacement Cap.	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Protective Coatings on WTP Structures	Replacement Cap.	100,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		WTP Infrastructure and Process/Equipment Repairs	Replacement Cap.	75,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Water Meter Replacement Program (Qty. 3,400)	Replacement Cap.	550,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		PRV Replacements 37th St; 40th St	Replacement Equip.	26,667				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Altitude Valve - 25th St East (Body Only)	Replacement Equip.	22,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Littlerock - Insertion Mag Meter	Replacement Equip.	32,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		T-8 Booster Station Pump Skids	Replacement Equip.	35,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018		Intellispark @ Well 11 & 15	Replacement Equip.	13,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2019		Parking Lot Resurfacing	Replacement Cap.	110,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
2018-2020		Replacement of Structural Support Beams - WTP Sed. Basins	Replacement Cap.	300,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
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2018		Ancillary costs related to all project over and above the main contractor			Various Vendors			4,848		-	182	1,330	3,336	-	-	-	-	-	-	-	-	-	-	4,848
			Sub-Totals:	3,985,500		594,942		864,911	(29,045)	469,613	181,952	190,218	23,128	-	-	-	-	-	-	-	-	-	-	395,299

Consulting and Engineering Support

New and Replacement Equipment

Water Quality Fee Funded Projects

-  = Projects that originated from 2013 WRB Funds
-  = Project had additional funding paid out by the general fund to complete.
-  = Project is now deemed complete with no further expense.

[illegible]

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, MARCH 26, 2018:

A meeting of the Finance Committee of the Palmdale Water District was held Monday, March 26, 2018, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Henriquez called the meeting to order at 4:33 p.m.

1) Roll Call.

Attendance:

Finance Committee:
Marco Henriquez, Chair
Robert Alvarado, Committee
Member

Others Present:

Mike Williams, Finance Manager
Judy Shay, Public Affairs Director
Bob Egan, Financial Advisor
Danielle Henry, Administrative 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 February 26, 2018.

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 February 26, 2018, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of January 2018. (Financial Advisor Egan)

Financial Advisor Egan reviewed the investment funds report as of January 2018, including assessments received and maturing and renewing CDs, and then provided an

overview of the cash flow statement, including assessments, followed by discussion of the Rate Stabilization Fund.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for January 2018. (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 January 2018 and stated that most departments are operating at or below the targeted expenditure percentage of 8.3% followed by discussion of the Directors budgets.

4.4) Discussion and Overview of Committed Contracts Issued. (Finance Manager Williams)

Finance Manager Williams provided an overview of the updated Contractual Commitments and Needs for 2018 Report for new and replacement capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, and available funding sources.

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 February 2017 through January 2018 is 1.54 and meets the required Debt Service Coverage followed by a brief discussion of OPEB reporting.

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

Finance Manager Williams stated that based on discussions with the District's bond advisors, it has been determined that the District can support a bond issue of \$13 million, which will allow for the construction of two water main replacement projects, the grade control structure at Littlerock Dam, repair of various items at the Leslie O.

Carter Water Treatment Plant, and replacement of the curtain at the 6MG clearwell; that a 7.5% water rate increase will be needed by year 2020 to support this bond issue and normal operations; and that this will be included in the 2019 Water Rate Study, which establishes a five-year water rate plan, followed by clarification that the 7.5% water rate increase includes a water rate increase for normal operations, which has been 4.25%, and adds a 3% increase per year to cover construction costs for these mandatory projects.

The Debt Service Coverage, the requirement for these projects, the cost for annual sediment removal from Littlerock Reservoir, documenting increased water storage in Littlerock Reservoir from the removal of the sediment, the effects of outside environmental factors, and future financing for the Palmdale Regional Groundwater Recharge and Recovery Project were then discussed.

5.3) Status on OPEB Obligations. (Committee Member Alvarado)

Finance Manager Williams recommended that meetings be scheduled with local and state legislators to discuss legislation for updating the state's financing guidelines regarding their reporting of OPEB obligations, which could help the District obtain state loans for the Palmdale Regional Groundwater Recharge and Recovery Project, followed by discussion of Board members' legislative connections, local legislators' previous efforts to assist with District projects, the pressing need for Board support of a new bond issue and required water rate increases, the upcoming Proposition 218 process, and the critical need for public outreach events to obtain public approval of the Proposition 218 process.

Finance Manager Williams then provided a detailed spreadsheet outlining the District's ability to continue to meet its Debt Service Coverage followed by discussion of conducting a Financial Model Workshop, the anticipated increase in OPEB obligations, and the timeframe for obtaining state low interest loans.

5.4) Status on Audit. (Chair Henriquez)

Finance Manager Williams stated that the auditors are scheduled to begin the audit on April 9, staff is providing documentation, and the final audit is anticipated to be presented to the Finance Committee and the Board in May.

5.5) Other.

Finance Manager Williams stated that the existing bond and loan payments will be sent tomorrow and that the renewal for the ACWA/JPIA liability insurance has been received with a 10% premium reduction.

There were no further information items.

6) Board Members' Requests for Future Agenda Items.

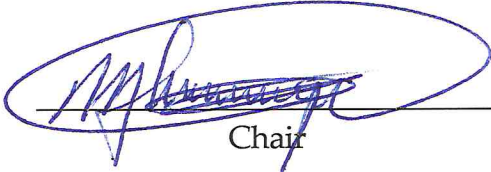
Committee Member Alvarado requested that a report be provided at the next meeting regarding scheduling meetings with top elected officials to discuss financing for the District's projects; that a Financial Model Workshop be scheduled; and that "Update on OPEB obligations" be included on the agenda for the next Finance Committee meeting.

There were no further requests for future agenda items.

It was then determined that the next Finance Committee meeting will be held May 3, 2018 at 4:30 p.m.

7) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 5:51 p.m.


Chair