



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

ROBERT E. ALVARADO
Division 1

DON WILSON
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys

January 22, 2020

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, JANUARY 27, 2020

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) Presentation/demonstration of GIS imagery mapping for Littlerock Dam Sediment Removal Project. (Information Technology Manager Stanton/G.I.S. Coordinator Heinonen)
- 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 January 13, 2020.
 - 6.2) Payment of bills for January 27, 2020.
- 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 proposal received from Mathis Consulting Group regarding Strategic Planning Update and Executive Evaluation. (\$20,400.00 – Budgeted – Budget Item No. 1-02-5070-007 – General Manager LaMoreaux)
 - 7.2) Consideration and possible action on casting the District’s vote for Special District Local Agency Formation Commission (LAFCO) Representative. (No Budget Impact – General Manager LaMoreaux)
 - 7.3) 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 2020 Budget:
 - a) See attached list of California Special Districts Association (CSDA) On-Demand Webinars.
 - b) CONEXPO-CON/AGG – North America’s Largest Construction Trade Show to be held March 10 – 14, 2020 in Las Vegas, Nevada.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings; Standing Committee/Assignment Reports; General Report.
 - 8.2) Report of General Manager.
 - a) January 2020 written report of activities through December 2019.
 - 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



DENNIS D. LaMOREAUX, General Manager

ATTACHMENT 7.4.a

PALMDALE WATER DISTRICT JANUARY 27, 2020 AGENDA

AGENDA ITEM NO. 7.4) 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 2020 Budget:

- 1) California Special Districts Association (CSDA) On-Demand Webinar: 2019 Annual Employment Law Update: Recent Cases and Trends.
- 2) CSDA On-Demand Webinar: A How-To-Do-It for Special Districts with Revenue Needs.
- 3) CSDA On-Demand Webinar: A Practical Guide for Creating New Board Member Orientation.
- 4) CSDA On-Demand Webinar: Accessing Legislative & Outreach Information.
- 5) CSDA On-Demand Webinar: Achieving Transparency Isn't as Hard as It Seems.
- 6) CSDA On-Demand Webinar: Advanced Training in the California Public Records Act.
- 7) CSDA On-Demand Webinar: Annual Employment Law Update: Recent Cases and Trends 2018.
- 8) CSDA On-Demand Webinar: Ask the Experts: Energy Project Financing.
- 9) CSDA On-Demand Webinar: Ask the Experts: Financing Mission Critical Infrastructure.
- 10) CSDA On-Demand Webinar: Ask the Experts: Finding Financing for Capital Improvements.
- 11) CSDA On-Demand Webinar: Best Practices in Agenda Preparation and Taking Minutes.
- 12) CSDA On-Demand Webinar: Beyond the Basics: Advanced Harassment Prevention Training.
- 13) CSDA On-Demand Webinar: Brown Act: Principles, Traps, and Avoiding Violation.
- 14) CSDA On-Demand Webinar: CA's Broad Conflict of Interest Law and How to Avoid It.
- 15) CSDA On-Demand Webinar: California Tort Claim Requirements.
- 16) CSDA On-Demand Webinar: California's Climate Adaptation Framework.
- 17) CSDA On-Demand Webinar: Career Building Opportunities with CSDA.
- 18) CSDA On-Demand Webinar: Completing Your Statement of Economic Interest – Form 700.
- 19) CSDA On-Demand Webinar: Customer Service in the Public Sector.
- 20) CSDA On-Demand Webinar: Developing a Groundwater Sustainability Plan.
- 21) CSDA On-Demand Webinar: Developing and Implementing a Records Retention Schedule.
- 22) CSDA On-Demand Webinar: Election Law Compliance: The Rising Tide of CVRA Claims.
- 23) CSDA On-Demand Webinar: Employee Privacy: Is There Really Such a Thing?
- 24) CSDA On-Demand Webinar: Ethics AB 1234 Compliance Training 2020.
- 25) CSDA On-Demand Webinar: Exercising Legislative Authority.
- 26) CSDA On-Demand Webinar: Fiscal Year End Planning.

- 27) CSDA On-Demand Webinar: Fraud Environment – Tips for Detection and Controls Survey.
- 28) CSDA On-Demand Webinar: GASB 75 – Preparing for Implementation, Disclosure and Audit.
- 29) CSDA On-Demand Webinar: Gender Identity Issues in the Workplace.
- 30) CSDA On-Demand Webinar: General Manager Evaluations.
- 31) CSDA On-Demand Webinar: Good Governance.
- 32) CSDA On-Demand Webinar: Governments Engaging Youth.
- 33) CSDA On-Demand Webinar: Grassroots Advocacy and Public Outreach.
- 34) CSDA On-Demand Webinar: How and Why Special Districts Need to be Involved in LAFCO.
- 35) CSDA On-Demand Webinar: How Social Should Special Districts Be?
- 36) CSDA On-Demand Webinar: How to Communicate Effectively Using Popular Online Tools.
- 37) CSDA On-Demand Webinar: How to Find, Apply, and Secure Grant Funding.
- 38) CSDA On-Demand Webinar: Intro to Special District Finances for New Board Member.
- 39) CSDA On-Demand Webinar: Is the Brown Act Making You Blue?
- 40) CSDA On-Demand Webinar: Keeping Up the Brown Act.
- 41) CSDA On-Demand Webinar: Keys to CSDA's Sample Policy Handbook.
- 42) CSDA On-Demand Webinar: Legislative Round-Up 3-15-18.
- 43) CSDA On-Demand Webinar: Legislative Round-Up 4-11-19.
- 44) CSDA On-Demand Webinar: Leveraging Your State and Federal Relationships.
- 45) CSDA On-Demand Webinar: Making Connections in CSDA's Online Communities.
- 46) CSDA On-Demand Webinar: Maximize Membership Resources for Board Members/Trustees.
- 47) CSDA On-Demand Webinar: Paying for Capital Projects: Key Considerations.
- 48) CSDA On-Demand Webinar: Performance Management: A Change in Agent.
- 49) CSDA On-Demand Webinar: Prevailing Wage – New for 2018.
- 50) CSDA On-Demand Webinar: Prevailing Wage Updates for 2019.
- 51) CSDA On-Demand Webinar: Public Engagement and Budgeting.
- 52) CSDA On-Demand Webinar: Records Retention and Management in the Electronic Age.
- 53) CSDA On-Demand Webinar: Rules of Order Made Easy!
- 54) CSDA On-Demand Webinar: Saving Money, Time & Effort with Value-Added Benefits.
- 55) CSDA On-Demand Webinar: SB96 Impact on Public Works Projects.
- 56) CSDA On-Demand Webinar: Sexual Harassment Prevention Training 2020.
- 57) CSDA On-Demand Webinar: Strategic Planning for Special Districts.
- 58) CSDA On-Demand Webinar: Streamlined Website Compliance.
- 59) CSDA On-Demand Webinar: Successful Strategies for Utilizing Debt.
- 60) CSDA On-Demand Webinar: The Critical Nature of Communications in the Public Agency.
- 61) CSDA On-Demand Webinar: The Great Board Chair.
- 62) CSDA On-Demand Webinar: Understanding Board Member and District Liability Issues.

- 63) CSDA On-Demand Webinar: Understanding Property Taxes and Your Budget.
- 64) CSDA On-Demand Webinar: What Every Board Member Should Know.
- 65) CSDA On-Demand Webinar: What is Public Engagement and Why Do It?
- 66) CSDA On-Demand Webinar: Who Does What? Best Practices in Board/Staff Relations.
- 67) CSDA On-Demand Webinar: Workplace Violence Prevention.



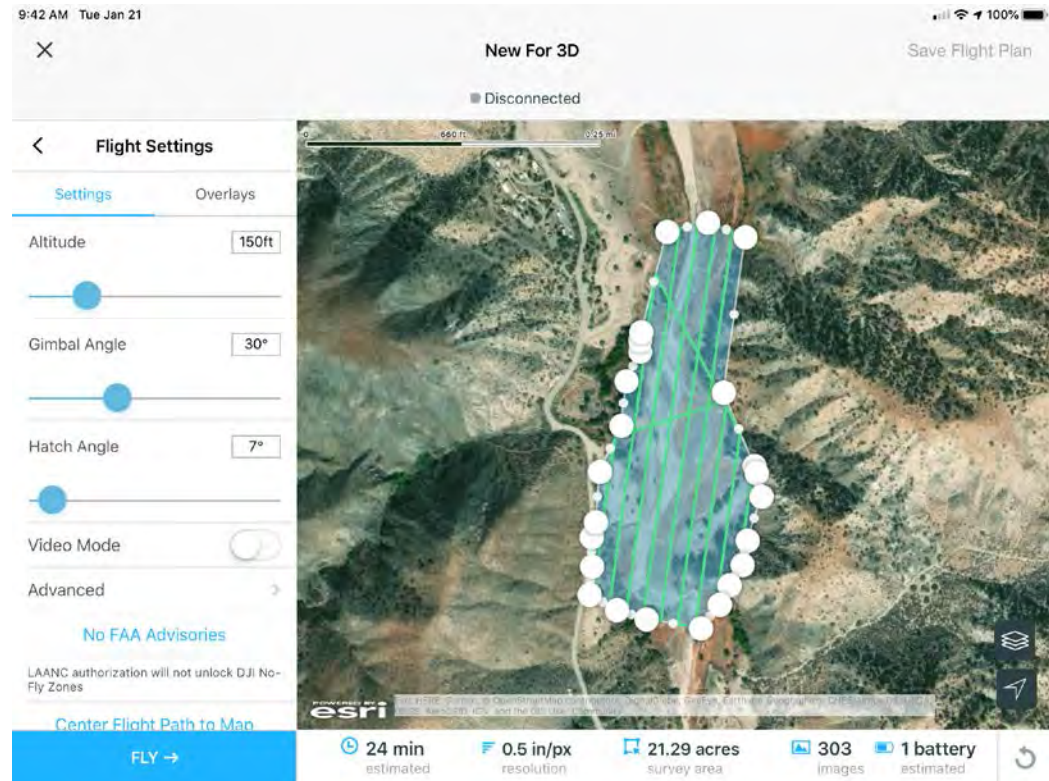
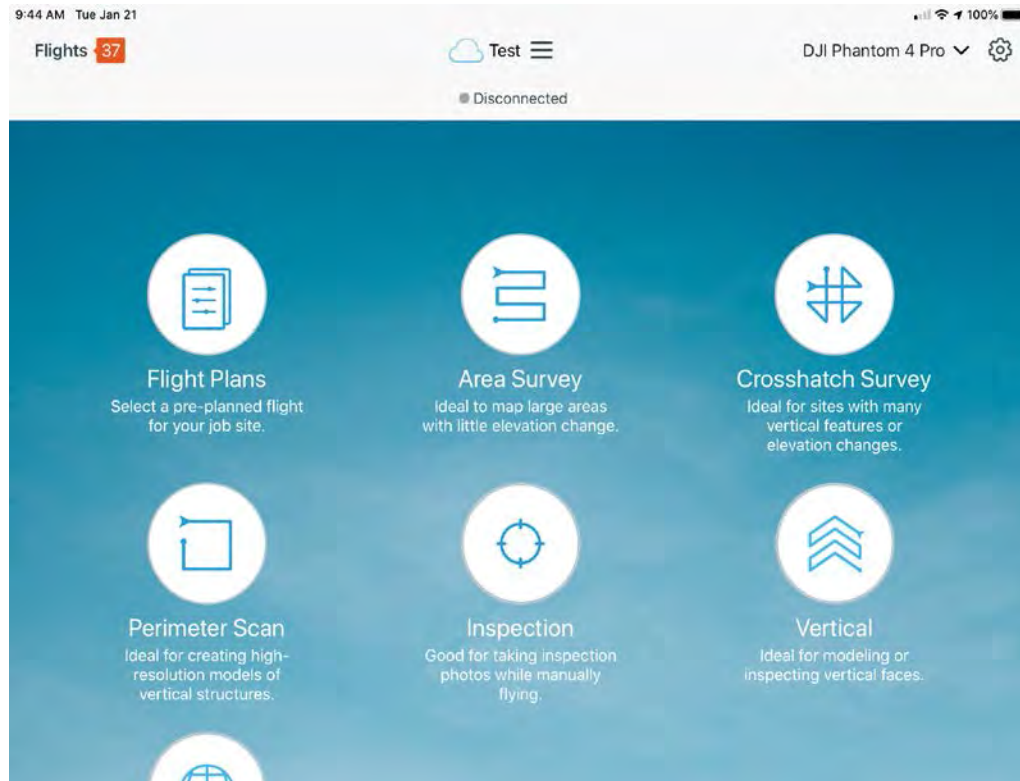
GIS 3D IMAGERY WORKFLOW AT PWD

- Pre-Flight Planning – ESRI SiteScan
- Fly the Drone – DJI Phantom 4 Pro
- Post-Flight Image Processing – Drone2Map
- Create 3D Applications – ArcGIS Online



PRE-FLIGHT PLANNING

Create Automated Flight Plan



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

LAUNCHING DRONE TO START MISSION

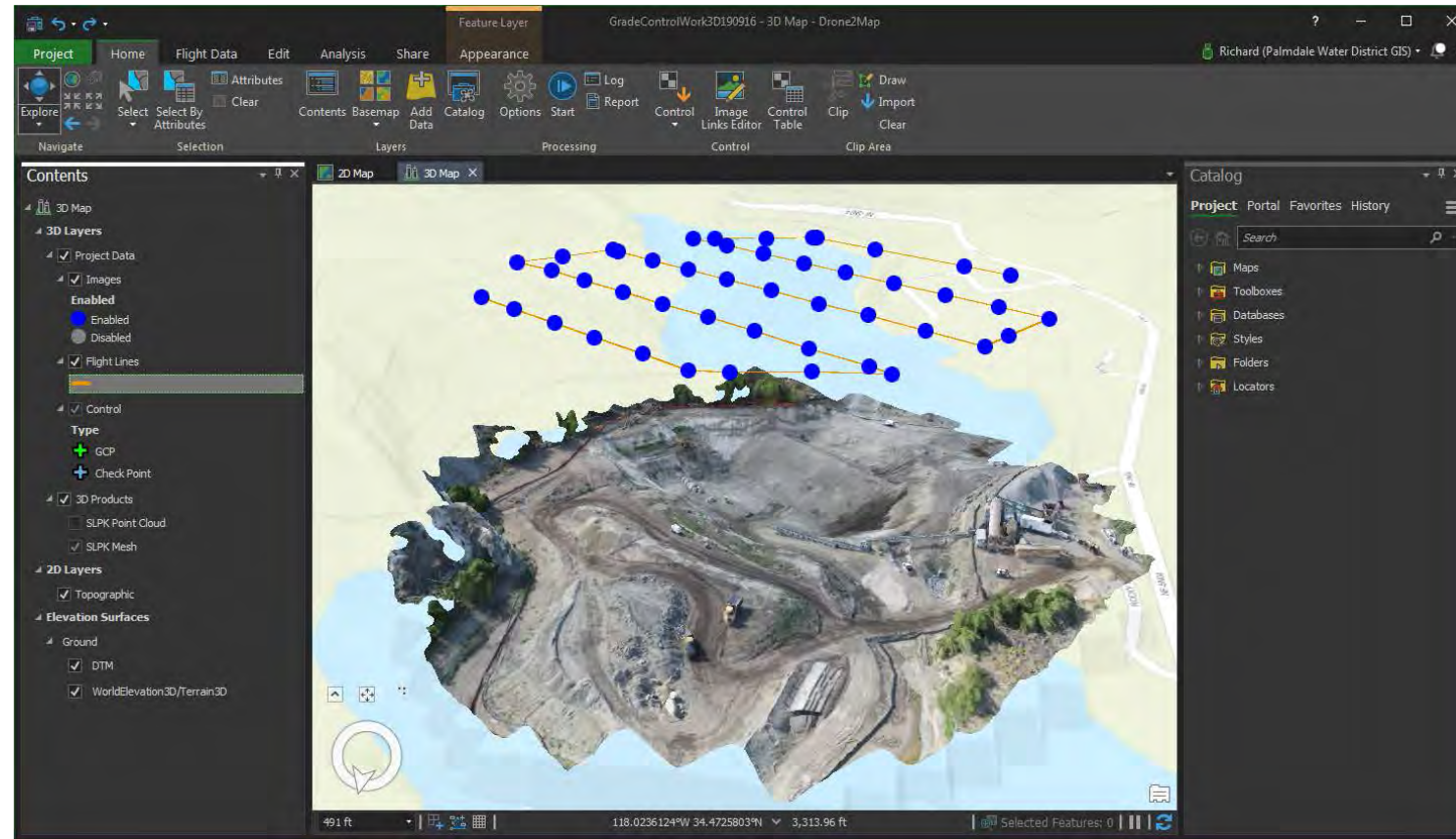
Follows Flight Plan Imported from SiteScan



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ESRI DRONE 2 MAP SOFTWARE

Stitch Individual Photos into One 3D Image



PALMDALE WATER DISTRICT
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ARCGIS ONLINE 3D SCENE VIEWER

[Launch Application](#)



PALMDALE WATER DISTRICT
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QUESTIONS



PALMDALE WATER DISTRICT
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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: January 21, 2020 **January 27, 2020**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON PROPOSAL RECEIVED FROM MATHIS CONSULTING GROUP REGARDING STRATEGIC PLANNING UPDATE AND EXECUTIVE EVALUATION. (\$20,400.00 – BUDGETED – BUDGET ITEM NO. 1-02-5070-007 – GENERAL MANAGER LaMOREAUX)***

Recommendation:

Staff recommends the Board approve the proposal received from Mathis Consulting Group regarding Strategic Planning Update and Executive Evaluation in the not-to-exceed amount of \$20,400.00.

Alternative Options:

The alternative option is to not approve the proposal and have staff facilitate a Strategic Planning Workshop and the Executive evaluation.

Impact of Taking No Action:

The impact from no action would be additional work for staff to conduct a Strategic Planning Workshop and Executive evaluations.

Background:

The District has worked with Dr. Bill Mathis, of Mathis Consulting Group, for several years with his firm conducting cultural surveys, evaluations, and workshops. This proposal provides for meetings with each of the Directors, a Strategic Plan Workshop, and evaluations for both General Manager LaMoreaux and General Counsel Dunn. This process has been helpful in the past.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership and Strategic Initiative No. 2 – Organizational Excellence.

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

Budget:

This item is under Budget Item No. 1-02-5070-007 – Consultants.

Supporting Documents:

- Professional Services Agreement

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

THIS AGREEMENT FOR PROFESSIONAL SERVICES (herein "Agreement") is made and entered into this ____ day of JANUARY, 2020 by and between the PALMDALE WATER DISTRICT, a California public agency ("District") and DR. WILLIAM MATHIS d/b/a/ MATHIS CONSULTING GROUP, a sole proprietorship ("Consultant"). District and Consultant are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

RECITALS

Whereas, the District desires assistance in conducting its annual performance evaluation for the positions of District General Manager and District General Counsel; and

Whereas, the District also desires to update its Strategic Plan; and

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

Whereas, the Consultant previously updated the District's Strategic Plan; and

Whereas, the District and Consultant desire to enter into a contract for the provision of professional services related to these performance evaluations as delineated in the Scope of Work attached hereto as Exhibit "A" subject to the terms and conditions of this Agreement.

OPERATIVE PROVISIONS

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES OF CONSULTANT

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

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

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

1.4 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the “Special Requirements” attached hereto as Exhibit “B” and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit “B” and any other provisions of this Agreement, the provisions of Exhibit “B” shall govern.

2. COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Consultant shall be compensated in accordance with the “Schedule of Compensation” attached hereto as Exhibit “C” and incorporated herein by this reference, but not exceeding the maximum contract amount of **Twenty Thousand Four Hundred Dollars (\$20,400.00)** (“Contract Sum”).

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

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

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

3. PERFORMANCE SCHEDULE

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

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

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

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

4. COORDINATION OF WORK

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

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

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

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

5. INSURANCE AND INDEMNIFICATION

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

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

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

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

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

Agreement. During this additional 5-year period, Consultant shall annually and upon request of the District submit written evidence of this continuous coverage.

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

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

5.2 General Insurance Requirements.

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

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

5.3 Indemnification. To the full extent permitted by law, Consultant agrees to indemnify, defend and hold harmless the District, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Consultant, its officers, employees, agents, subcontractors, invitees, or any individual or entity for which Consultant is legally liable ("indemnitors"), or arising from Consultant's or indemnitors' reckless or willful misconduct, or

arising from Consultant's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, except claims or liabilities occurring as a result of District's sole negligence or willful acts or omissions. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

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

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

6.3 Confidentiality and Release of Information.

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

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

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

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

District with the opportunity to review any response to discovery requests provided by Consultant.

6.4 Ownership of Documents. All studies, surveys, data, notes, computer files, reports, records, drawings, specifications, maps, designs, photographs, documents and other materials (the “documents and materials”) prepared by Consultant in the performance of this Agreement shall be the property of the District and shall be delivered to the District upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by the District of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Moreover, Consultant with respect to any documents and materials that may qualify as “works made for hire” as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed “works made for hire” for the District.

7. ENFORCEMENT OF AGREEMENT AND TERMINATION

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

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

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

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

7.4 Termination Prior to Expiration of Term. This Section shall govern any termination of this Contract except as specifically provided in the following Section for

termination for cause. The District reserves the right to terminate this Contract at any time, with or without cause, upon thirty (30) days' written notice to Consultant, except that where termination is due to the fault of the Consultant, the period of notice may be such shorter time as may be determined by the Contract Officer. In addition, the Consultant reserves the right to terminate this Contract at any time, with or without cause, upon sixty (60) days' written notice to District, except that where termination is due to the fault of the District, the period of notice may be such shorter time as the Consultant may determine. Upon receipt of any notice of termination, Consultant shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Consultant has initiated termination, the Consultant shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer. In the event the Consultant has initiated termination, the Consultant shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder, but not exceeding the compensation provided therefore in the Schedule of Compensation Exhibit "C". In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

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

8. MISCELLANEOUS

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

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

8.3 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the District, to the District General Manager and to the attention of the Contract Officer (with her/his name and District title), Palmdale Water District, 2029 East Avenue Q, Palmdale,

California 93550 and in the case of the Consultant, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

8.4 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

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

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

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

8.8 Interpretation.

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

8.9 Counterparts.

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

8.10 Warranty & Representation of Non-Collusion. No official, officer, or employee of District has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of District participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any

corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of “financial interest” shall be consistent with State law and shall not include interests found to be “remote” or “noninterests” pursuant to Government Code Sections 1091 or 1091.5. Consultant warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any District official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Consultant further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any District official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Consultant is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Consultant’s Authorized Initials _____

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

[Signatures on the following page.]

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

DISTRICT:
PALMDALE WATER DISTRICT,
a California public agency

Vincent Dino, President

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

Eric Dunn, General Counsel

CONSULTANT:
DR. WILLIAM MATHIS d/b/a/ MATHIS
CONSULTING GROUP,
a sole proprietorship

By:_____
Name: Dr. William Mathis
Title: Management Consultant

By:_____
Name:
Title:

Address: 11660 Church St., # 714
Rancho Cucamonga, CA 91730

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

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2020 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

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

CAPACITY CLAIMED BY SIGNER

- ☐ INDIVIDUAL
☐ CORPORATE OFFICER

TITLE(S)
- ☐ PARTNER(S) ☐ LIMITED
☐ GENERAL
☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER _____

DESCRIPTION OF ATTACHED DOCUMENT

TITLE OR TYPE OF DOCUMENT

NUMBER OF PAGES

DATE OF DOCUMENT

SIGNER IS REPRESENTING:

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

SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

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

STATE OF CALIFORNIA

COUNTY OF LOS ANGELES

On _____, 2020 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

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

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

☐

INDIVIDUAL

☐

CORPORATE OFFICER

TITLE(S)

TITLE OR TYPE OF DOCUMENT

☐

PARTNER(S)

☐

LIMITED

☐

GENERAL

NUMBER OF PAGES

☐

ATTORNEY-IN-FACT

☐

TRUSTEE(S)

☐

GUARDIAN/CONSERVATOR

☐

OTHER _____

DATE OF DOCUMENT

SIGNER IS REPRESENTING:

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

SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT “A”

SCOPE OF SERVICES

I. Consultant will provide the District with the following Services (“Services”):

A. Task A: Update the District’s Strategic Plan, including without limitation:

1. Prepare and organize a workshop for the Board of Directors (“Board”) to advise and recommend goals to the Board.
2. Gather ideas from key staff members and prepare to share them with the Board.
3. Draft agenda and handouts necessary for the workshop.

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

1. Prepare and organize performance evaluations of the General Manager and District General Counsel, individually, for the Board, using the following procedure:
 - a. Consultant shall analyze a self-evaluation to be provided, individually, by the General Manager (“GM”) and the District General Counsel (“GC”) detailing prior year’s accomplishments and recommended goals for the Board for 2020.
 - a. Consultant shall recommend goals that should be on the GM and the GC’s personal goal lists.
 - b. Once finalized, the GM and the GC will send their accomplishment lists and recommended goals to the Board one week prior to the individual meetings with Consultant.
 - c. Consultant will e-mail the self-evaluation forms to the Board a week prior to meeting with the GM and the GC.
 - d. Consultant shall coordinate setting the performance evaluation date(s) with the District.
2. Within a week of submitting the self-evaluation forms to the Board, Consultant shall prepare summary and write-up for discussion in combination with the Board’s combined evaluation data.

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

- A. Summary and write-up to be used as part of the discussion during the individual performance evaluation meetings.

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

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

EXHIBIT “B”

SPECIAL REQUIREMENTS
(Superseding Contract Boilerplate)

NONE.

EXHIBIT “C”

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following Services at the following Rates:

	PRICE	SUB-BUDGET
A. Task A		
1. Workshop	\$6,000	\$6,000
2. Gather ideas	\$3,000	\$3,000
3. Draft agenda	\$1,500	\$1,500
<i>Subtotal</i>	<i>\$10,500</i>	<i>\$10,500</i>
B Task B		
1. Performance evaluation	\$6,000	\$6,000
2. Draft summary and write-up	\$3,900	\$3,900
<i>Subtotal</i>	<i>\$9,900</i>	<i>\$9,900</i>
TOTAL	\$20,400	\$20,400

II. The total compensation for the Services shall not exceed \$20,400.00, as provided in Section 2.1 of this Agreement.

EXHIBIT “D”

SCHEDULE OF PERFORMANCE

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

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: January 21, 2020 **January 27, 2020**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION
ON CASTING THE DISTRICT’S VOTE FOR SPECIAL DISTRICT
LOCAL AGENCY FORMATION COMMISSION (LAFCO)
REPRESENTATIVE. (NO BUDGET IMPACT – GENERAL MANAGER
LaMOREAUX)***

The Palmdale Water District is entitled to cast one vote for a Special District Representative on the Local Agency Formation Commission (LAFCO) for the term expiring in May 2020. The candidates are as follows, and candidate statements are attached.

Representative:

- Donald L. Dear, West Basin Municipal Water District
- Sharon Raghavachary, Crescenta Valley Water District

Strategic Plan Initiative/Mission Statement:

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

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

Budget:

This item will have no impact on the budget.

Supporting Documents:

- Special District LAFCO Representative ballot and instructions
- Nomination forms and candidate statements

RECEIVED

JAN 08 2020

*Lagerlof Senecal
Gosney & Kruse, LLP*

301 NORTH LAKE AVENUE, 10TH FLOOR
PASADENA, CALIFORNIA 91101
PHONE: (626) 793-9400 ! FAX (626) 793-5900

William F. Kruse
E-MAIL: WFKRUSE@lagerlof.com

TO: PRESIDING OFFICER OF EACH INDEPENDENT SPECIAL DISTRICT IN
LOS ANGELES COUNTY

FROM: WILLIAM F. KRUSE

RE: BALLOT; SPECIAL DISTRICT LAFCO REPRESENTATIVE

DATE : JANUARY 3, 2020

Enclosed is the Ballot and the supplementary materials submitted for each of the candidates for Special District LAFCO REPRESENTATIVE for the term expiring in May 2020. Nominations closed as of 5:00 p.m. on December 27, 2019.

Please vote for ONE candidate. The marked ballots should be placed in the envelope marked "Ballot Envelope." Please write the name of your agency and sign your name on the outside of the ballot envelope and return the completed ballots by mail to:

**William F. Kruse, Esq.
Lagerlof, Senecal, Gosney & Kruse, LLP
301 N. Lake Avenue, 10th Floor
Pasadena, CA 91101-5123.**

No ballot will be counted if it is missing the name of the voting agency and the signature of the Presiding Officer on the ballot envelope.

The candidate receiving the highest number of votes will be declared the special district representative to LAFCO.

Ballots must be returned by 5:00 p.m. on April 16, 2020.

WFK/jlb
Enclosures

cc: Paul Novak, w/enc.

BALLOT

SPECIAL DISTRICT LAFCO REPRESENTATIVE

Please vote for no more than one candidate.

☐

DONALD L. DEAR

Occupation: Water District Director
Sponsor: West Basin Municipal Water District

☐

SHARON RAGHAVACHARY

Occupation: Water District Director
Sponsor: Crescenta Valley Water District

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT ~~REPRESENTATIVE~~
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: West Basin Municipal Water District

Date: October 28, 2019

Name of Candidate: Donald L. Dear

West Basin Municipal Water District is pleased to nominate

Donald L. Dear as a candidate for appointment as special district **REPRESENTATIVE** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: Division 5 Director

Agency: West Basin Municipal Water District

Type of Agency: Water Wholesaler

Term Expires: December 2020

Residence Address: 15433 Catalina Ave, Gardena, CA 90247

Telephone: (310) 704-0881

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

West Basin Municipal Water District

(Name of Agency)

By: Patrick Sheilds

Its: General Manager

Patrick Sheilds 10/31/19



Donald L. Dear

Immediate Past President, West Basin Municipal Water District Board of Directors
Division V



Donald L. Dear was elected to the West Basin Municipal Water District (West Basin) Board of Directors in November 2000. He is currently serving his fifth term after being re-elected in November 2016. He represents the Division V cities of Gardena, Hawthorne, Lawndale and the unincorporated Los Angeles County area of El Camino Village.

Director Dear came to the Board with a vast array of experience in public service, serving on the Gardena City Council from 1970 to 1974 and again from 1978 to 1982, as well as serving as the Gardena mayor for nine consecutive terms from 1982 to 2001. He retired with 27 years of total service to the City of Gardena. Director Dear is currently serving as Immediate Past President of the Board and Chair of the Ethics Committee. He previously served as one of two West Basin representatives on the board of directors of the Metropolitan Water District of

Southern California from 2013 to 2018.

In 2004, 2008, 2012 and again in 2016, he was elected as one of the representatives for the Los Angeles County Independent Special Districts on the Local Agency Formation Commission, of which he currently serves as First Vice President. In October 2011, the West Basin Board paid tribute to Dear's distinguished public service by naming their Carson Headquarters the Donald L. Dear Building.

Director Dear's years of experience have given him a deep first-hand understanding of the roles, responsibilities and challenges facing local governmental institutions. He served for 24 years as a Trustee of the Greater Los Angeles Vector Control District, and for 19 years on the Board of Directors for the Los Angeles County Sanitation District No. 5. He also served as President of the South Bay Cities Association (now known as South Bay Cities Council of Governments), on the Board of Directors of the Southern California Cities Joint Powers Consortium and is a member of the Sierra Club.

As a former teacher at Stephen White Middle School in Carson for 38 years, he is well known and widely respected by his former students, colleagues and members of the community. In 1983 he was "Teacher of the Year" for Region A of the Los Angeles Unified School District. Dear's professional affiliations include his service as a member of the National Council for Social Studies, board member of the Political Action Council of Educators, and six terms of service as a member of the House of Representatives of the United Teachers of Los Angeles (UTLA). His civic affiliations include the Association for Retarded Citizens – South Bay, El Nido Services, Gardena Elks, Gardena High School Booster Club, Gardena Jaycees, Gardena Valley Cultural Arts Corporation, Gardena Valley Friends of the Library, Gardena Valley Music Association, Gardena Valley Red Cross, Gardena-Carson Family YMCA, Hollypark and Gardena Valley Lions Club, Kiwanis Club of Gardena Valley, Serra High School Advisory Board, and the University of Southern California San Pedro Peninsula Trojan Club.

Director Dear has also distinguished himself through his outstanding work with youth, not only as a noteworthy educator, but also for his 30 years of unselfish dedication as a coach for more than 70 teams in three sports through the Gardena Recreation Department Youth Sports Leagues.

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT REPRESENTATIVE
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: President James P. Bodnar and Member of the Board of Directors

Date: December 3, 2019

Name of Candidate: Sharon Raghavachary

The Board of Directors of the Crescenta Valley Water District is pleased to nominate
Sharon Raghavachary as a candidate for appointment as special
district **REPRESENTATIVE** to the Los Angeles Local Agency Formation Commission. The
nominee is an elected official or a member of the board of an independent special district appointed
for a fixed term. For your consideration, we submit the following additional information together
with a resume of the candidate's qualifications.

Elective office: Director of Board of Directors of

Agency: Crescenta Valley Water District

Type of Agency: Water and Sewer District

Term Expires: December 2020

Residence Address: 2209 Maurice Ave.

La Crescenta, CA 91214

Telephone: 818 541-9071

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Crescenta Valley Water District
(Name of Agency)

By: [Signature]
Its: Chairman of the Board of Directors



Crescenta Valley Water District

2700 Foothill Boulevard, La Crescenta, California 91214
Phone (818) 248-3925 Fax (818) 248-1659

Directors

Judy L. Tejada
James D. Bodnar
Kerry D. Erickson
Kenneth R. Putnam
Sharon Raghavachary

Officers

Nemesiano Ochoa, P.E.
General Manager
James Lee
Director of Finance & Administration

Director Raghavachary has been active in the La Crescenta Community for 20 years and has a background in accounting and computer systems.

Ms. Raghavachary is a founder of the Crescenta Valley Community Association. She served for seven years on the Crescenta Valley Town Council, during which time she was co-chair of the Foothill Design Committee, that wrote design standards for Foothill Boulevard, and was a member of Supervisor Antonovich's Library Committee. She also served as Council Vice President and Land Use Committee Chair.

Additionally, Director Raghavachary served three years on the Parent Advisory Council for Children's Hospital Los Angeles, providing input for the new hospital tower. She has been a volunteer for the Los Angeles County Sheriff's Department and Treasurer of the Crescenta Valley Arts Council, as well as a Girl Scout troop leader for ten years, and for over five years she wrote a featured column for the Glendale New Press and the Crescenta Valley Weekly. She is currently serving her second year on the Clark Magnet High School's School Site Council.

Ms. Raghavachary has teenage twins, a boy and a girl, who attend Clark Magnet and Crescenta Valley High Schools.



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: 2019 Annual Employment Law Update: Recent Cases and Trends

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No**Do you need transportation from the airport to the hotel?**☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

2019 Annual Employment Law Update: Recent Cases and Trends

On-Demand Webinar

This webinar discusses the most critical court decisions and laws impacting special district employers in the past year. Please join Gage C. Dungy of Liebert Cassidy Whitmore in an analysis of the newest statutes and court opinions and how these new developments impact your agency. Gage will also provide practical tips for steps your agency can take to ensure compliance with new legal requirements.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: A How-To-Do-It for Special Districts with Revenue Needs

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

A How-To-Do-It for Special Districts with Revenue Needs



On-Demand Webinar

A comprehensive overview of currently available and politically viable revenue approaches, including special taxes, benefit assessments, fees and charges, and grants will be presented as well as associated public opinion polling and community outreach. Case studies will be used as examples.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: A Practical Guide for Creating New Board Member Orientation

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

A Practical Guide for Creating New Board Member Orientation



On-Demand Webinar

New Board members need a good start. An orientation that is comprehensive, factual, and strategic is crucial as they begin their service and provides them with vital information they need. This course is intended for the District administrators to prepare a proper Orientation process and provides many ideas and methods to bring new Board members up to speed as quickly as possible.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

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You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Accessing Legislative & Outreach Information

CONTACT INFORMATION

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ACCOMMODATION INFORMATION

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Arrival Date

Departure Date

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Do you require a smoking room?

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Do you need transportation from the airport to the hotel?

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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Accessing Legislative & Outreach Information



On-Demand Webinar

Regardless of the type of district you represent, CSDA provides the tools and information you'll need in your advocacy and public outreach efforts. Online resources include our Grassroots Action Center, Districts Make the Difference campaign, and more.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Achieving Transparency Isn't as Hard as It Seems

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Achieving Transparency Isn't as Hard as It Seems

On-Demand Webinar

If your district is interested in being transparent but you aren't sure where to start (or where transparency ends!), this webinar is for you. We'll demonstrate the various levels of transparency•from the bare minimum required for online compliance in California, to the full transparency certification guidelines from the Special District Leadership Foundation•and share tips and tools that will make achieving transparency easier than you may think.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Advanced Training in the California Public Records Act

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Advanced Training in the California Public Records Act



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Annual Employment Law Update: Recent Cases and Trends 2018

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Annual Employment Law Update: Recent Cases and Trends 2018



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Ask the Experts: Energy Project Financing

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Ask the Experts: Energy Project Financing



On-Demand Webinar

Agencies all over the state are looking for sustainable ways to manage their energy load and reduce costs. The CSDA Finance Corporation has put together a panel of financing consultants and industry experts to discuss the different techniques for financing your district's energy efficiency/renewable project, including traditional tax-exempt leases, clean renewable energy bonds (CREBS), and rebate programs.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Ask the Experts: Financing Mission Critical Infrastructure

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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Ask the Experts: Financing Mission Critical Infrastructure



On-Demand Webinar

Does your district need money for capital improvements? Do you have questions about financing options and you don't know who to ask? The CSDA Finance Corporation is hosting a complimentary, highly interactive webinar designed to address your district's specific needs. Lead by the CSDA Finance Corporation's team of expert consultants.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Ask the Experts: Finding Financing for Capital Improvements

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Ask the Experts: Finding Financing for Capital Improvements

On-Demand Webinar

Need funds for mission critical projects and purchases? Join the consultants of the CSDA Finance Corporation to learn what financing options are available to your agency. Your questions are welcome!

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Best Practices in Agenda Preparation and Taking Minutes

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Flight Number

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Best Practices in Agenda Preparation & Taking Minutes



On-Demand Webinar

Agendas and minutes drive the various meetings special district staff and elected officials participate in regularly. Understanding the essential and required components in agendas and how you can assist with agenda items is a key function for staff. Accurately recording minutes at meetings is also a critical function as they serve to reflect the general discussion and action taken at a meeting as well as being historical documents for the district. In this webinar, attendees will learn some best practices and legal requirements as they relate to agendas, minutes, and Brown Act requirements.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Beyond the Basics: Advanced Harassment Prevention Training

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Beyond the Basics: Advanced Harassment Prevention Training



On-Demand Webinar

This webinar does NOT fulfill AB 1825 or any other required harassment prevention trainings. This is an advanced harassment prevention training that examines the complicated questions of harassment that are unaddressed during basic harassment training California law requires basic workplace harassment prevention training for managers and supervisors. This is not that training. In this session, we will take a deep dive into the more complicated and advanced questions employers face when dealing with workplace harassment issues, including: - Promoting a culture that focuses on the prevention of harassment - Conducting or overseeing an investigation - Proper interim measures and implementing effective remedial action - Privacy and confidentiality concerns

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Brown Act: Principles, Traps, and Avoiding Violation

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Brown Act: Principles, Traps, and Avoiding Violation



On-Demand Webinar

Brown Act violations, most often unintentional, impede the effective governance of special districts. This workshop will use entertaining hypotheticals to engage participants in a wide-ranging, hands-on overview of the Brown Act to help board members stay in compliance when it comes to closed sessions, public comments, serial meetings, and e-Communications. Newly elected and experienced board members alike will be equipped with the tools needed to avoid falling into Brown Act traps.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: CA's Broad Conflict of Interest Law and How to Avoid It

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

CA's Broad Conflict of Interest Law and How to Avoid It



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: California Tort Claim Requirements

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

California Tort Claims Requirements



On-Demand Webinar

When is a claim a claim? Is your agency required to provide a claims form? What are the essential elements necessary to file a Tort Claim. What are the Public Entities options? This webinar will discuss and provide examples of submitted claims and identify a public entities statutory response to a claim and the time limitations and affirmative defenses available to a public entity.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: California's Climate Adaptation Framework

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

California's Climate Adaptation Framework

On-Demand Webinar

This webinar will provide CSDA members an overview of the State's climate adaptation and resilience framework, highlighting key legislation, policy guidance, and resources that can help Special Districts incorporate climate resilience into planning and investment decisions. Participants will walk away with an understanding of key state climate adaptation and resilience resources, including the Adaptation Clearinghouse, the Fourth California Climate Change Assessment, and more. Participants will also have an opportunity to discuss some of the key barriers that Special Districts face when to implementing adaptation and resilience efforts.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Career Building Opportunities with CSDA

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Career Building Opportunities with CSDA



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Completing Your Statement of Economic Interest - Form 700

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Completing Your Statement of Economic Interest - Form 700



On-Demand Webinar

Does it or doesn't it count as a gift? When it comes to completing Form 700s accurately, don't be left in the dark. Get the information you need to accurately account for your gifts, financial holdings, donations, and more so that you can file with peace of mind. California rules require public officials to keep track and report gifts (over \$50) received throughout the year. Gifts need to be reported on their Statement of Economic Interest Form. Also referred to as "Form 700." The gift limit reporting requirements (including loans, gifts, and travel payments) are part of the Political Reform Act of 1974.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Customer Service in the Public Sector

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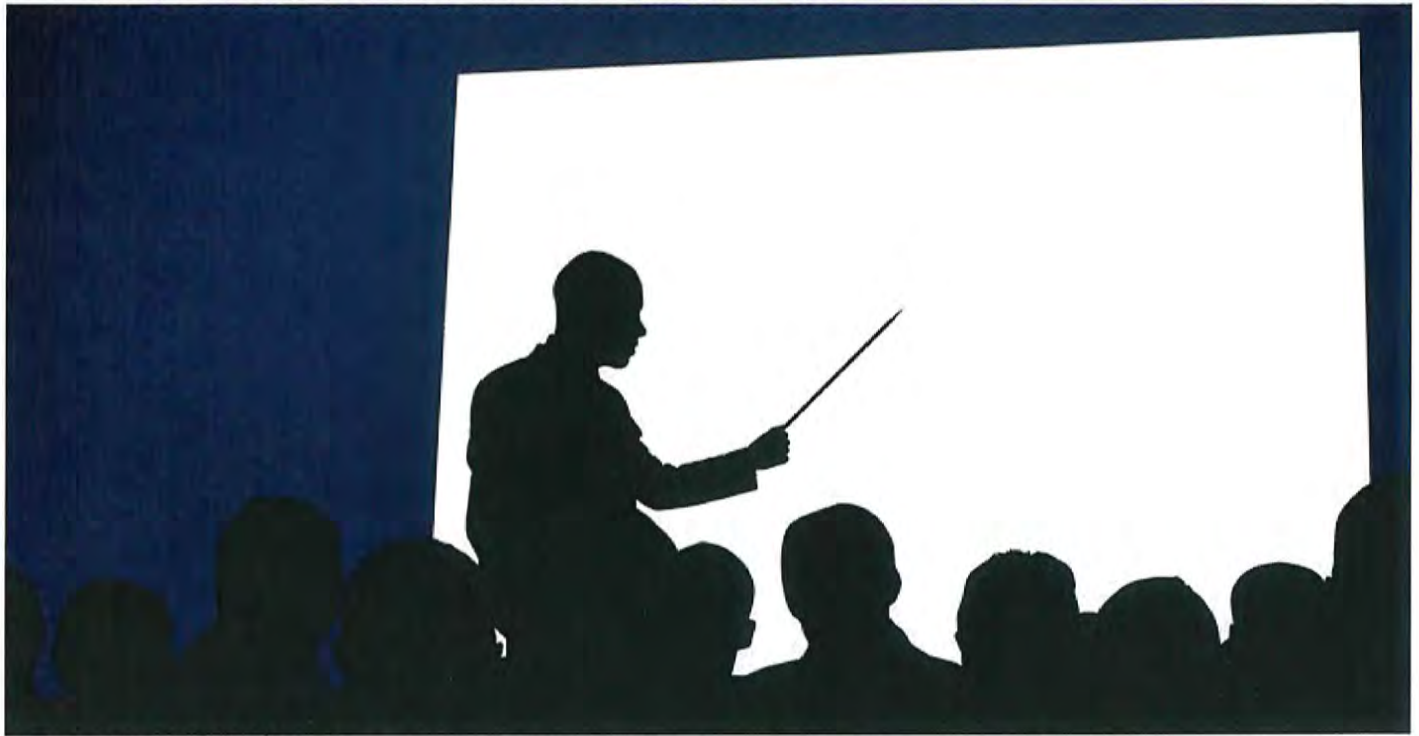
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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Customer Service in the Public Sector



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Developing a Groundwater Sustainability Plan

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Developing a Groundwater Sustainability Plan

On-Demand Webinar

The Sustainable Groundwater Management Act (SGMA) requires Groundwater Sustainability Plans (GSPs) to be submitted by Groundwater Sustainability Agencies (GSAs) during 2020 or 2022, depending on a particular groundwater basin's prioritization as determined by the California Department of Water Resources (DWR). The race is on to develop GSPs by engaging public and private stakeholders; developing enough reliable data for the basin's "water budget"; and ultimately submitting a sound GSP for evaluation by DWR. The interests of special districts around the state are implicated by serving as GSAs and/or as stakeholders with water supply interests to protect customers' interests to have safe, reliable water supplies. Hear from our water resources experts about the latest news and how to better ensure SGMA compliance while reducing the risks of costly and extensive groundwater adjudications.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Developing and Implementing a Records Retention Schedule

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Staff Representative

Developing and Implementing a Records Retention Schedule



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Election Law Compliance: The Rising Tide of CVRA Claims

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Staff Representative

Election Law Compliance: The Rising Tide of CVRA Claims

On-Demand Webinar

Attendees will learn how and why some at-large voting systems may leave districts susceptible to claims under the California Voting Rights Act (“CVRA”). Attendees will learn what their district’s options are and be prepared in the event that their district receives a demand letter relating to their district’s voting system. The key features and standards of the CVRA, as well as the timelines that apply for considering whether to convert to a by-district election system and the process for doing so will all be reviewed. Additionally, this webinar will offer practical guidance regarding the available safe-harbor process for districts from start to finish.

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Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Employee Privacy: Is There Really Such a Thing?

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Employee Privacy- Is There Really Such a Thing?

On-Demand Webinar

Technology has fundamentally changed the workplace. One of the most significant changes concerns employee privacy issues. This seminar will cover the law on employee privacy, employment policies and best practices. We will also discuss the issues that exist for public employees who conduct public business on personal devices.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Ethics AB 1234 Compliance Training 2020

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Ethics AB 1234 Compliance Training 2020

On-Demand Webinar

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

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Exercising Legislative Authority

CONTACT INFORMATION

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ACCOMMODATION INFORMATION

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☐ Yes ☐ No

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Exercising Legislative Authority



On-Demand Webinar

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

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Discounted member price: ~~55.00~~

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You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Fiscal Year End Planning

CONTACT INFORMATION

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ACCOMMODATION INFORMATION

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Flight Number

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Fiscal Year End Planning

On-Demand Webinar

The worst time of year for many finance officers comes from July to December of every fiscal year. Not only is it such a pro-longed time period for continuous pressure that causes burn-out for so many, it can be even more complicated given the likely lack of resources that many finance administrations face. This lecture will prepare finance officers on how to be prepared for unanticipated problems that come up during the year end closing process, including a suggested strategy for achieving your deliverables month-by-month. Participants will also be presented with action items that can be accomplished during the fiscal year to make the year-end process less complicated.

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Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Fraud Environment - Tips for Detection and Controls Survey

CONTACT INFORMATION

First Name

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Do you need transportation from the airport to the hotel?

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Fraud Environment - Tips for Detection and Controls Survey



On-Demand Webinar

This webinar will discuss the fraud environment that special districts can face. We will also look at ways you can prevent or detect these frauds as well as ideas on how to strengthen internal controls. We will discuss techniques and profiles of a typical fraudster.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: GASB 75 - Preparing for Implementation, Disclosure and Audit

CONTACT INFORMATION

First Name

Last Name

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☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

GASB 75 • Preparing for Implementation, Disclosure and Audit



On-Demand Webinar

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

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~15.00~~

Your price: **30.00**

You could save: 50.0%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Gender Identity Issues in the Workplace

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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Arrival Date

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Room Type

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Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Gender Identity Issues in the Workplace



On-Demand Webinar

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

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Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: General Manager Evaluations

CONTACT INFORMATION

First Name

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ACCOMMODATION INFORMATION

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Room Type

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☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

General Manager Evaluations



On-Demand Webinar

One of the key roles of an elected board is good performance management of the General Manager/Executive. There are some specific approaches to this task that boards need to know. This course covers them in a clear and concise way, getting to the bottom of many of the common mistakes while providing a complete step-by-step approach for accomplishing this critical responsibility of the board. This class is valuable for board members, board presidents and managers looking for a fair, professional, and balanced executive level evaluation.

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Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Good Governance

CONTACT INFORMATION

First Name

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ACCOMMODATION INFORMATION

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Good Governance



On-Demand Webinar

Every board wants to govern well. It's about serving the public well. This course offers the perspective of a seasoned decision maker and consultant that will make you consider best practices of good governance for special districts; what your role is and what it's not, where the lines get drawn, and where to be careful. Every board member should watch this concise primer on good governance. This course is meant to provide best practices for all board members both new and experienced.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

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You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Governments Engaging Youth

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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

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☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Governments Engaging Youth



On-Demand Webinar

Engaging today's youth in local government offers a variety of benefits for both the youth and local government staff involved. Youth-civic engagement programs offer youth real life civic learning opportunities, teach 21st century skills, and expose them to public sector careers. This workshop will highlight successful youth-civic engagement programs and offer insight on how local governments can partner with their local school districts to replicate similar programs that actively engage youth.

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Discounted member price: ~~55.00~~

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You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Grassroots Advocacy and Public Outreach

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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☐ Yes ☐ No

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Grassroots Advocacy and Public Outreach



On-Demand Webinar

Does it feel like more and more control is taken by Sacramento every year? What can one special district possibly do about it? Has "flying under the radar" left your district off the map? Does it feel like you are "on the menu" instead of "at the table"? As the saying goes, "all politics are local." With over 1,000 members throughout California, CSDA has a plan to provide special districts a voice. Learn how to engage your community and the Capitol by joining together with CSDA.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Your price: **0.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: How and Why Special Districts Need to be Involved in LAFCO

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

How and Why Special Districts Need to be Involved in LAFCO

On-Demand Webinar

A webinar providing a practical, informative discussion of the key provisions of the Cortese-Knox-Hertzberg Act, how LAFCOs work on the ground, and how and why special districts will benefit from being informed and active participants with LAFCO. Taught by two City Attorneys with significant LAFCO experience, including representing applicants before LAFCOs and advising LAFCOS as General Counsel, this workshop will provide participants with an understanding of the LAFCO process, why it is important, and will prepare Board Members and staff to be ready for their district to appear before a LAFCO — both as applicants and subjects of LAFCO proceedings, such as when a special district seeks to expand or activate a latent service power or when a rival district initiates a forced dissolution or consolidation, and as Special District Representatives on LAFCO Boards.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~55.00~~

Your price: **85.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: How Social Should Special Districts Be?

CONTACT INFORMATION

First Name

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

How Social Should Special Districts Be?

On-Demand Webinar

Using real life stories, statistics and experience, we'll explore some of the potential, and the potential pitfalls, of using social media as a special district. If you're bewildered by social media options and their potential impact on your district (or if you're already challenged with trying to keep up your agency's social media content), this talk is for you. And if you're successfully using social media, bring your stories! We'll go over the most prevalent options, strengths/weaknesses and considerations for each, and potential pitfalls to watch for. We'll also look at agencies who have to co-exist with community generated social media "district" pages that aren't in the control of the district, and give examples of social media being done well, and done poorly.

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Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: How to Communicate Effectively Using Popular Online Tools

CONTACT INFORMATION

First Name

Last Name

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ACCOMMODATION INFORMATION

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

How to Communicate Effectively Using Popular Online Tools



On-Demand Webinar

It's important to keep in touch with your constituents, but the number of options to do so can seem overwhelming. At this webinar we'll talk about some of the tools agencies are using to connect with their communities and which tools are appropriate for different situations and types of communication. What needs to go on your website? How often should you send emails? Should you be using Facebook or Twitter to make important announcements? How can you effectively use polls and surveys to learn what matters most to your constituents? We'll discuss this and more on this informative webinar.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: How to Find, Apply, and Secure Grant Funding

CONTACT INFORMATION

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

How to Find, Apply, and Secure Grant Funding



On-Demand Webinar

The course will provide members with an overview on the mechanics of the grant seeking and grant application process. The focus will be on the development of a grant funding strategy, the ability to research funding opportunities, the development and submittal of grant applications, the follow up related to grant applications, and preparation of grant administration. The course will educate participants on the importance of pursuing funding opportunities and will ensure that they are fully prepared for each step associated with the grant seeking process. This will include a discussion on how to: conduct grant research, identify funding opportunities, develop grant proposals, seek stakeholder support, review and edit grant proposals, finalize and submit grant proposals, advocate for funding, and ensure readiness for grant award compliance.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Intro to Special District Finances for New Board Member

CONTACT INFORMATION

First Name

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☐ Yes ☐ No

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Intro to Special District Finances for New Board Member



On-Demand Webinar

This course will provide new board members with an introduction to special district finance. The focus will be on gaining an understanding of the accounting, financial reporting and auditing processes. As a board member your responsibilities include providing fiscal oversight of the special district's financial reporting. This course will help you fulfill these responsibilities by providing you with the knowledge and tools you need to gain a better understanding of the flow of the special district's day-to-day transactions through the accounting systems and to financial statements. The instructor will also provide you with guidance on what to look for in financial statements and audit reports to help you ask the right questions of management and to ensure the district is accomplishing its fiscal goals and meeting its responsibility to the public.

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Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Is the Brown Act Making You Blue?

CONTACT INFORMATION

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Is the Brown Act Making You Blue?

On-Demand Webinar

This webinar will educate about the legal requirements and procedures to ensure public business is conducted in full compliance with California's transparency laws. Attendees will learn of new Brown Act requirements in 2019 and other requirements concerning agendas, meeting procedures, public participation and permissible closed session exceptions. Attendees will also learn about potential pitfalls that may lead to inadvertent violations as a result of the use of email, text messaging and social media as well as emerging issues and legislative updates.

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Discounted member price: ~~55.00~~

Your price: **85.00**

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Keeping Up the Brown Act

CONTACT INFORMATION

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☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Keeping Up the Brown Act



On-Demand Webinar

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

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Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Keys to CSDA's Sample Policy Handbook

CONTACT INFORMATION

First Name

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Date

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Keys to CSDA's Sample Policy Handbook

On-Demand Webinar

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

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Your price: **0.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Legislative Round-Up 3-15-18

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

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

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Legislative Round-Up 3.15.18



On-Demand Webinar

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

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~0.00~~

Your price: **85.00**

You could save: 100.0%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Legislative Round-Up 4-11-19

CONTACT INFORMATION

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Legislative Round-Up 4.11.19

On-Demand Webinar

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Discounted member price: ~~0.00~~

Your price: **95.00**

You could save: 100.0%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Leveraging Your State and Federal Relationships

CONTACT INFORMATION

First Name

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Leveraging Your State and Federal Relationships



On-Demand Webinar

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

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Making Connections in CSDA's Online Communities

CONTACT INFORMATION

First Name

Last Name

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Making Connections in CSDA's Online Communities

On-Demand Webinar

CSDA's online Communities make discussing ideas, finding solutions and building relationships easier than ever. Here's how!

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Your price: **0.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Maximize Membership Resources for Board Members/Trustees

CONTACT INFORMATION

First Name

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Maximize Your Membership Resources for Board Members/Trustees

On-Demand Webinar

In your role in the governing body of a special district, you need to know where to turn for information and resources. Attend this complimentary webinar to learn how CSDA can help you best serve your community.

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Your price: **0.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Paying for Capital Projects: Key Considerations

CONTACT INFORMATION

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Paying for Capital Projects: Key Considerations



On-Demand Webinar

If your district is considering using debt to fund all or part of a mission-critical capital project, knowing how to prepare to incur long-term indebtedness is critical. Join consultants from the CSDA Finance Corporation to learn about financing strategies and how to achieve the best terms and interest rates for your district.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Performance Management: A Change in Agent

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Performance Management: A Change in Agent

On-Demand Webinar

Performance Management shouldn't be a one-size-fits-all approach; in fact, it can look different for each agency, and possibly even each department, depending on the size and desired accomplishments of an organization. It is important for an organization to choose Performance Management program elements that make the most sense to its organizational culture and operations. Program elements such as coaching, mentoring, formal reviews, core competencies, and even disciplinary action, are potential components which may be combined for a customized Performance Management program. At its core, the performance evaluation process should be based on the following principles: (1) a focus on career development and coaching vs. a focus on weaknesses, reprimands, or discipline; (2) performance goal setting and evaluation, which are two-way processes involving both the employee and manager; and (3) performance is evaluated on objective, job-related criteria that have been communicated to the employee in advance.

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Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Prevailing Wage - New for 2018

CONTACT INFORMATION

First Name

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☐ Yes ☐ No

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Prevailing Wage - New for 2018



On-Demand Webinar

2018 Prevailing Wage Updates: What new changes has the legislature made to prevailing wage obligations for 2018? In June 2017, new thresholds were imposed for PWC-100 forms and for contractor registration. Along with that were new penalties imposed upon public agencies who do not file a timely PWC-100 or allow unregistered contractors/subcontractors to work on projects. Effective January 2018, even more changes in the law have been made. Join CSDA member Deborah Wilder for a briefing on new prevailing wage requirements as well as an update on prevailing wages required for concrete deliveries, on-haul trucking and more.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~55.00~~

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You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Prevailing Wage Updates for 2019

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Prevailing Wage Updates for 2019



On-Demand Webinar

2019 Prevailing Wage Updates: What new changes has the legislature made to prevailing wage obligations for 2019? In June 2017, new thresholds were imposed for PWC-100 forms and for contractor registration. Along with that were new penalties imposed upon public agencies who do not file a timely PWC-100 or allow unregistered contractors/subcontractors to work on projects. Effective January 2019, the legislature has created an extended PWC-200 filing period for “emergency work”. Join CSDA member Deborah Wilder for a briefing on new prevailing wage requirements as well as an update on prevailing wages required for concrete deliveries, on-haul trucking and more.

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Discounted member price: ~~55.00~~

Your price: **85.00**

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Public Engagement and Budgeting

CONTACT INFORMATION

First Name

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☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Public Engagement and Budgeting



On-Demand Webinar

Budgeting is one of the most important decisions local agencies make. This webinar will feature proven strategies that elected officials, community leaders and staff members can use to ensure their community's needs are met through the budgeting process by meaningfully engaging the community in the process. Key topics covered will include: Why involve the public in budgeting; Choosing the right approach means asking the right questions; Tools to consider; Communication and engagement; One strategy: Start with goals; A strategy for sustaining public engagement.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Records Retention and Management in the Electronic Age

CONTACT INFORMATION

First Name

Last Name

Date

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Records Retention and Management in the Electronic Age



On-Demand Webinar

In light of modern business practices, records retention has become increasingly convoluted and the management of various records, including electronic documents, impacts many departments within each special district. Changes in technology have played an integral role throughout the process, while sometimes creating more questions than answers. This workshop provides attendees with the latest legal provisions, procedures to consider and the overlay with technology throughout the process.

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Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Rules of Order Made Easy!

CONTACT INFORMATION

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Last Name

Date

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Room Type

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☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Rules of Order Made Easy!



On-Demand Webinar

Having an understanding of the rules of order for board meetings is important for special district staff and elected/appointed officials. These rules help to make sure that meetings are productive, orderly, and efficient. Participants in this webinar will learn the general protocols used in: Board discussions; Making and passing motions; Rescinding, reconsidering, or amending something previously adopted; Consent items; Point of order; Appeals, requests, voting and quorums.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

\$49 for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Saving Money, Time & Effort with Value-Added Benefits

CONTACT INFORMATION

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Saving Money, Time & Effort with Value-Added Benefits



On-Demand Webinar

CSDA membership provides you with a variety of programs designed to add to your agency's bottom line.

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Your price: **0.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: SB96 Impact on Public Works Projects

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☐ Yes ☐ No

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

SB96 Impact on Public Works Projects



On-Demand Webinar

Does your district contract for public works? A new law signed June 27 took effect immediately and will affect your contracting process. Learn all of the details about how SB 96 impacts prevailing wage and which contractors you can hire. Don't miss this opportunity, as special districts are now subject to up to \$10,000 in fines for failing to observe SB 96's new rules. Did we mention it took effect immediately?

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Discounted member price: ~~25.00~~

Your price: **40.00**

You could save: 37.5%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Sexual Harassment Prevention Training 2020

CONTACT INFORMATION

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ACCOMMODATION INFORMATION

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Sexual Harassment Prevention Training 2020

On-Demand Webinar

This two hour presentation will comply with the requirement of AB 1825 and AB 1661 and cover: what constitutes sexual harassment and discrimination in the workplace, how to recognize and avoid harassment, what procedures to follow if you witness harassment or are harassed yourself, the potential consequences - including personal liability - of harassment, what constitutes abusive conduct in the workplace in compliance to AB 2053, and orientation, gender identity & gender expression in compliance with SB396.

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Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Strategic Planning for Special Districts

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Strategic Planning for Special Districts



On-Demand Webinar

A balanced and clear strategic plan is critical to the efficiency of a public agency. This class provides a condensed version of his popular daylong session that has been taught to hundreds. This class provides value for today and the future and should be taken by managers and board members who need to employ a systematic process for the future.

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Discounted member price: ~~55.00~~

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Streamlined Website Compliance

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Streamlined Website Compliance



On-Demand Webinar

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

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Your price: **0.00**



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Successful Strategies for Utilizing Debt

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☐ Yes ☐ No

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☐ Yes ☐ No

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Successful Strategies for Utilizing Debt



On-Demand Webinar

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

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: The Critical Nature of Communications in the Public Agency

CONTACT INFORMATION

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

The Critical Nature of Communications in the Public Agency



On-Demand Webinar

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

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

Free for SDRMA members please contact CSDA for SDRMA pricing 877.924.2732

Discounted member price: ~~55.00~~

Your price: **85.00**

You could save: 35.3%



Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: The Great Board Chair

CONTACT INFORMATION

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

The Great Board Chair



On-Demand Webinar

The Board Chairman or President holds a very important and often overlooked role in conducting the public's business. The Chair holds the keys in being able to lead his/her Board's through effective and proper public meetings, and the interactions with the public and executive. This class provides an overview for the sitting or incoming Board Chair who desires to optimize his/her service and to improve how the agency leaders do their work.

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Hotel and Travel Accommodations

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CSDA On-Demand Webinar: Understanding Board Member and District Liability Issues

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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Understanding Board Member and District Liability Issues

On-Demand Webinar

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

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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Understanding Property Taxes and Your Budget



On-Demand Webinar

This webinar will set a foundation for understanding how property is assessed and taxed, and how revenue is allocated to special districts in California. Topics discussed will include valuation trends, successor agency revenue, and a step-by-step guide to budgeting property taxes.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: What Every Board Member Should Know

CONTACT INFORMATION

First Name

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

What Every Board Member Should Know



On-Demand Webinar

Being a Board member and representing the public is an obligation that most individuals never hold. It is clearly necessary that the multi-faceted responsibilities and expectations of a Board member be well understood. This class outlines the basic responsibilities of a Board member for the candidate, the newly elected, or the experienced sitting Board members.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: What is Public Engagement and Why Do It?

CONTACT INFORMATION

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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

What is Public Engagement and Why Do It?



On-Demand Webinar

This webinar will begin by explaining what public engagement is, why it is important, and the benefits of inclusive public engagement. Panelists will then discuss a variety of strategies special districts may consider to increase engagement and share best practices and lessons learned, including the nuanced challenges related to approval and implementation.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Who Does What? Best Practices in Board/Staff Relations

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Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Who Does What? Best Practices in Board/Staff Relations



On-Demand Webinar

Effective government at the local level relies on many people playing specific roles. This webinar will cover applicable laws and best practices for developing positive and effective relationships between elected board members and their staffs, including a discussion of legal standards and practical tips to ensure good and productive government.

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Hotel and Travel Accommodations

Event Name/Date:

CSDA On-Demand Webinar: Workplace Violence Prevention

CONTACT INFORMATION

First Name

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ACCOMMODATION INFORMATION

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Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

Workplace Violence Prevention



On-Demand Webinar

In this webinar we will identify types of Workplace Violence and the Risk Factors associated with Workplace Violence. We will identify potential preventive measures your agency can take to reduce the threat of a violent event at the workplace. We will discuss developing a Workplace Violence Prevention Program and training for your staff.

Please make sure you are logged in as the person who will be watching this On-Demand Webinar. The certificate will be created automatically with the name of the person you are logged in. CSDA has no way of changing the name on the certificate all sales are final.

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Hotel and Travel Accommodations

Event Name/Date:

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Flight Number

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ADDITIONAL INFORMATION/REQUESTS

Staff Representative

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MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, OCTOBER 10, 2019.

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, October 10, 2019, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Acting Chair Dyas called the meeting to order at 6:00 p.m.

1) Pledge of Allegiance.

At the request of Acting Chair Dyas, Commissioner Mac Laren led the pledge of allegiance.

2) Roll Call.

Attendance:

Keith Dyas, Acting Chair
Kathy Mac Laren, Secretary
Leo Thibault, Treasurer
Barbara Hogan, Commissioner
Don Wilson, Alt. Cmsnr.

Others Present:

Matt Knudson, General Manager
Peter Thompson II, Asst. General Manager
Tom Barnes, Resources Manager
Dennis Hoffmeyer, Controller
Dawn Deans, Executive Assistant
0 members of the public

EXCUSED ABSENCES –

Rob Parris - Chair
Vincent Dino, Vice Chair

3) Adoption of Agenda.

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

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Consideration and Possible Action on Minutes of Regular Meeting Held September 12, 2019.

It was moved by Commissioner Mac Laren, seconded by Commissioner Thibault, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the minutes of the regular meeting held September 12, 2019, as written.

6) Payment of Bills.

It was moved by Commissioner Thibault, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve payment of the bills to PWD in the amount of \$940.91 for staff services, to AVEK in the amount of \$581.28 for staff services, to the Association of California Water Agencies for \$3,680.00, to Littlerock Creek Irrigation District for \$2,000.00, and to the Association of California Water Agencies/Joint Powers Insurance Authority for \$2,183.00.

7) Consideration and Possible Action on Joint Funding Agreement With the USGS to Continue Monitoring Groundwater Levels and Water Quality During the Period of November 1, 2019 to October 31, 2020.

Assistant General Manager Thompson II provided an overview of the Joint Funding Agreement with the USGS, and after a brief discussion of the Agreement and of the A.V. Watermaster's involvement with this Joint Funding Agreement, it was moved by Commissioner Thibault, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the Joint Funding Agreement with the USGS to continue monitoring groundwater levels and water quality during the period of November 1, 2019 to October 31, 2020 contingent upon approval of the Joint Funding Agreement by each of the member agency's Board of Directors.

8) Consideration and Possible Action on Resolution No. 2019-3 Being a Resolution of the Antelope Valley State Water Contractors Association, in Support of Filing an Application With the State of California Department of Water Resources for a Grant Under the Proposition 1 Round 1 Integrated Regional Water Management Implementation Grant Program for the Lahontan Funding Region. (General Manager Knudson)

General Manager Knudson provided an overview of Resolution No. 2019-3, as well as projects proposed to receive grant funding under the Proposition 1 Round 1

Integrated Regional Water Management Implementation Grant Program for the Lahontan Funding Region, and after a brief discussion of this grant opportunity being within the Antelope Valley region and of any liability to the AVSWCA through this opportunity, it was moved by Commissioner Mac Laren, seconded by Alt. Commissioner Wilson, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve Resolution No. 2019-3 Being a Resolution of the Antelope Valley State Water Contractors Association, in Support of Filing an Application With the State of California Department of Water Resources for a Grant Under the Proposition 1 Round 1 Integrated Regional Water Management Implementation Grant Program for the Lahontan Funding Region with the modification that the grant opportunity is within the Antelope Valley region.

Resolution No. 2019-3 is hereby made a portion of the minutes of this meeting.

9) Consideration and Possible Action on Replacement Water Agreement Between the AVSWCA and the A.V. Watermaster for Delivery of Replacement Water Within the Antelope Valley Adjudicated Groundwater Basin. (General Manager Knudson)

General Manager Knudson provided an overview of the revisions to the Replacement Water Agreement requested by the A.V. Watermaster Advisory Group, as well as the purpose of the Agreement, and after a brief discussion of the terms of the Agreement, it was moved by Commissioner Thibault, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the Agreement between the A.V. Watermaster and the Antelope Valley State Water Contractors Association for the Purchase and Provision of Replacement Water subject to the approval of the A.V. Watermaster.

10) Report of General Manager and Assistant General Manager.

General Manager Knudson stated that the A.V. Watermaster Advisory Group is scheduled to meet on October 15, 2019 at 2:30 p.m. and that the A.V. Watermaster is scheduled to meet on October 23, 2019 at 10 a.m.

He then stated that regarding the AVIRWMP, the Resolution was approved this evening for the Antelope Valley region; that AVEK has approved a similar Resolution on behalf of the Fremont basin; and that the next step for the region is to submit the grant applications by the end of October.

11) Report of Controller.

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

Controller Hoffmeyer provided a brief update on the Association's revenue, expenses, and change in net position for the month ending September 30, 2019 and stated that IRWMP funds owed for a portion of the USGS contract will be transferred to the Association followed by discussion of these funds.

12) Reports of Commissioners.

There were no reports from Commissioners.

13) Report of Attorney.

No attorney was present at the meeting.

14) Commission Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

15) Consideration and Possible Action on Scheduling the Next Association Meeting December 12, 2019.

General Manager Knudson recommended that the next regular meeting of the Association be held on December 12, 2019 at 6:00 p.m. at Palmdale Water District.

16) Adjournment.

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 6:30 p.m.



Secretary

RESOLUTION NO. 2019-3

A RESOLUTION OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, IN SUPPORT OF FILING AN APPLICATION WITH THE STATE OF CALIFORNIA DEPARTMENT OF WATER RESOURCES FOR A GRANT UNDER THE PROPOSITION 1 ROUND 1 INTEGRATED REGIONAL WATER MANAGEMENT IMPLEMENTATION GRANT PROGRAM FOR THE LAHONTAN FUNDING REGION

WHEREAS, the State of California Department of Water Resources (DWR) is currently soliciting proposals for grant funding under its Proposition 1 Round 1 Integrated Regional Water Management (IRWM) Implementation Grant Program pursuant to the Water Quality, Supply, and Infrastructure Improvement Act of 2014; and


WHEREAS, Association staff has prepared a grant application under DWR's Proposition 1 Round 1 IRWM Implementation Grant Program for the Antelope Valley region.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Antelope Valley State Water Contractors Association as follows:


1. The Association's Board of Commissioners supports the submission of a grant application to DWR for the project(s);
2. The Association's General Manager is directed to submit the grant application and is authorized to enter into an agreement with DWR on behalf of the Association for grant funding under the Proposition 1 Round 1 IRWM Implementation Grant Program;
3. The Association is authorizing and directing the preparation of the necessary data and investigations to file the proposal.

PASSED AND ADOPTED on this 10th day of October, 2019 by the Board of Commissioners, the governing body of the Antelope Valley State Water Contractors Association.

ANTELOPE VALLEY STATE WATER
CONTRACTORS ASSOCIATION


Keith Dyas,
Acting Chair

ATTEST:


Kathy Mac Laren,
Secretary

RE: *AGENDA ITEM NO. 8.2.a – JANUARY 2020 GENERAL MANAGER REPORT*

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



Financial Health and Stability

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



Regional Leadership

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



Customer Care, Advocacy and Outreach

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

This report also includes charts that show the effects of the District's efforts in several areas. They are organized within each strategic initiative and include status of the State Water Resources Control Board's (SWRCB) long-term conservation orders, 20 x 2020 status, the District's total per capita water use trends, 2019 final water production and customer use graph, mainline leaks, and the water loss trends for both 12- and 24-month running averages.



Water Resource Reliability

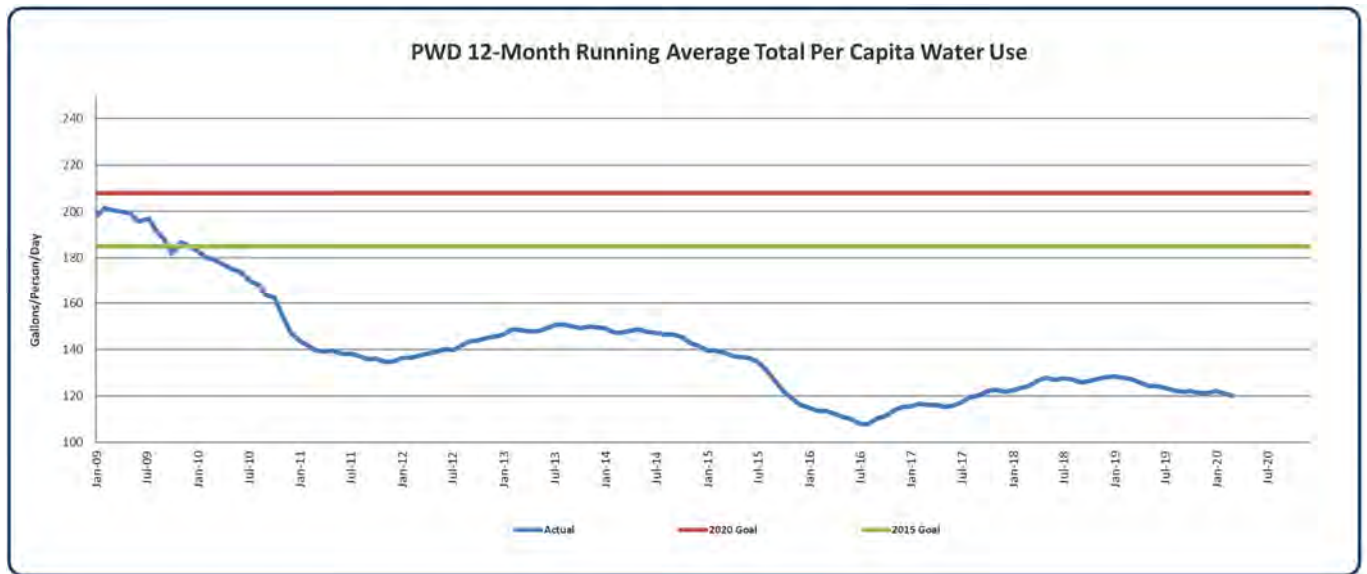
This initiative includes conservation efforts, water supply projects, and water planning. Recent highlights are as follows:

State Water Resources Control Board (SWRCB) Activities

- The 20 x 2020 per capita reduction goals passed by the legislature in 2009 with new long-term water budgeting requirements have now been replaced with new requirements and water agency water budgets. These follow through on the "Making Water Conservation

a California Way of Life” plan. The District expects to easily comply with the new requirements as they are based on the same philosophy as the District water budget rate structure.

The District’s compliance with the former 20 x 2020 law is evident from the chart titled “PWD 12-Month Running Average Total Per Capita Water Use.”:

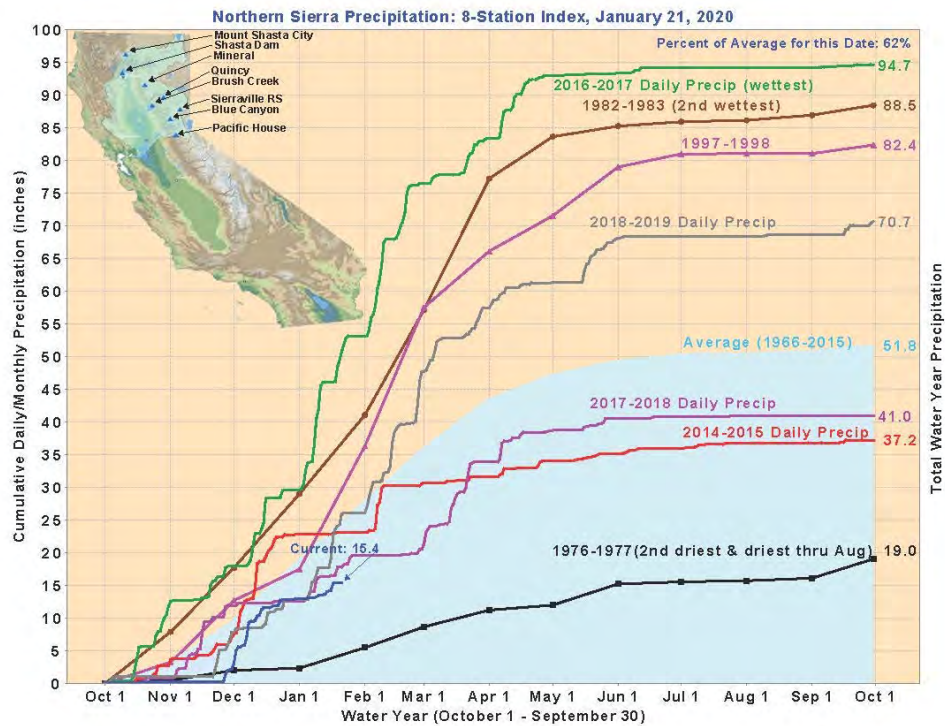


The District’s customers have cut their water use by **47.6%** from the baseline number of 231 established in the 2015 Urban Water Management Plan and met the 2020 Goal in early 2010. The current Total-GPCD is 121.

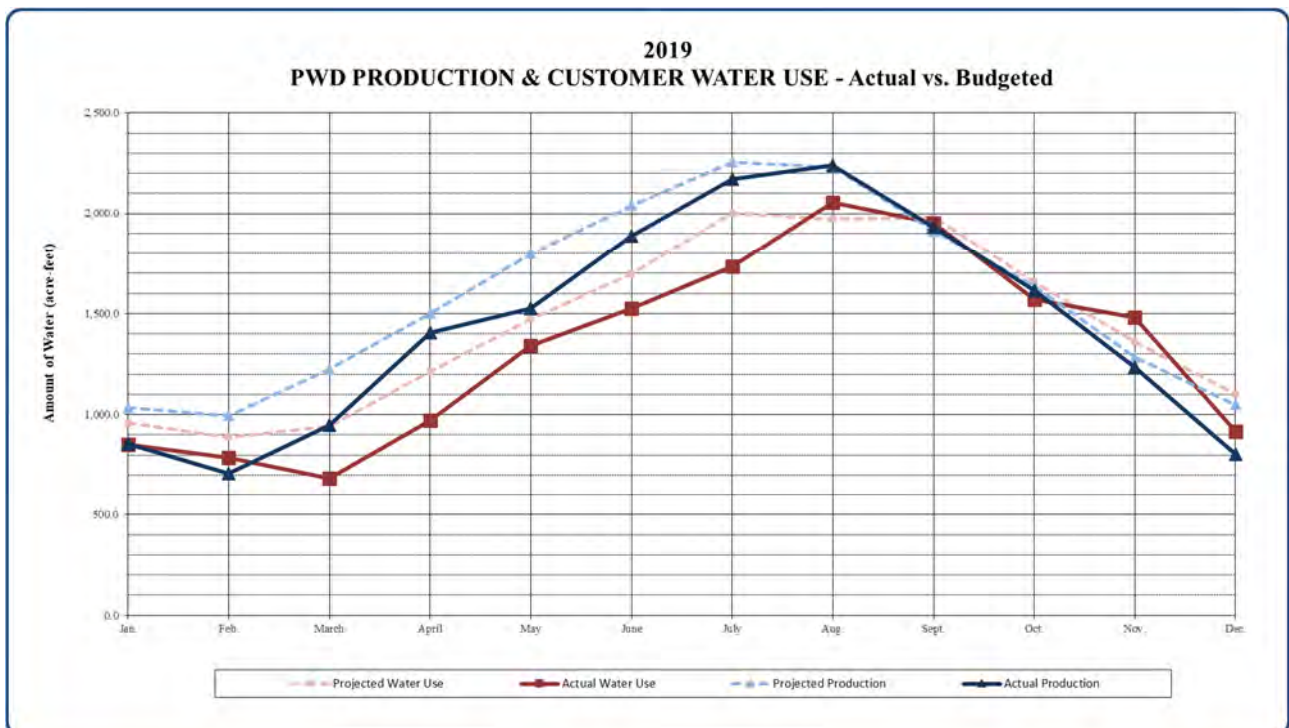
Water Supply Information

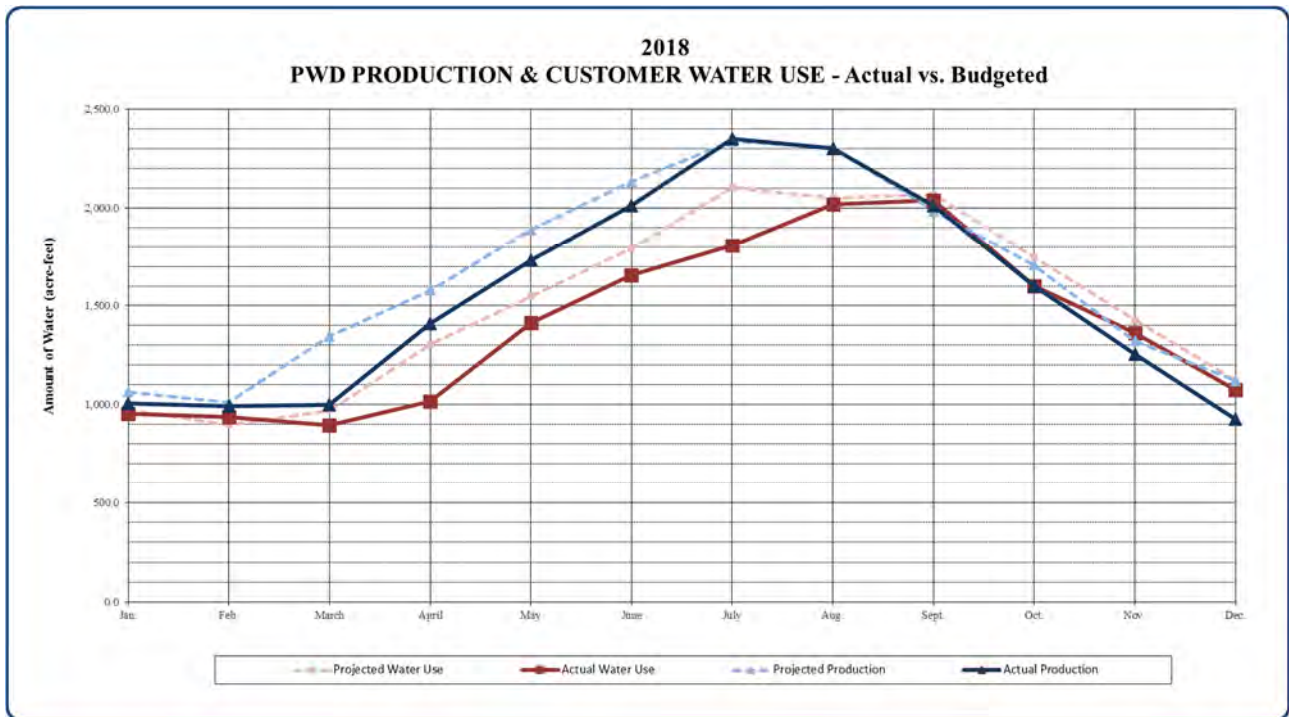
- The AV Adjudication is now entering its fifth year, and the reduction to the native safe yield is in its third year. The District’s native groundwater right is 2,769.63 AF. The District’s 2019 groundwater rights totaled 7,986.67 AF without the prior year’s Carryover Rights.
- The 2020 water resources plan is tentative at this point. Precipitation in the area that contributes to the State Water Project is currently at 62% of average. The 2019 SWP allocation was 75% and provided 23,475 AF. The District used a higher amount of surface water than normal due to the SWP and Littlerock Reservoir supplies. SWP supplies beyond our customers’ needs were banked or exchanged to help provide water during dry years. The District also provided for water to be delivered to the demonstration project at Big Rock Creek and to the recently completed Upper Amargosa Creek Recharge Project.

The following graph shows the 2019-2020 water year as of Tuesday, January 21, 2020.

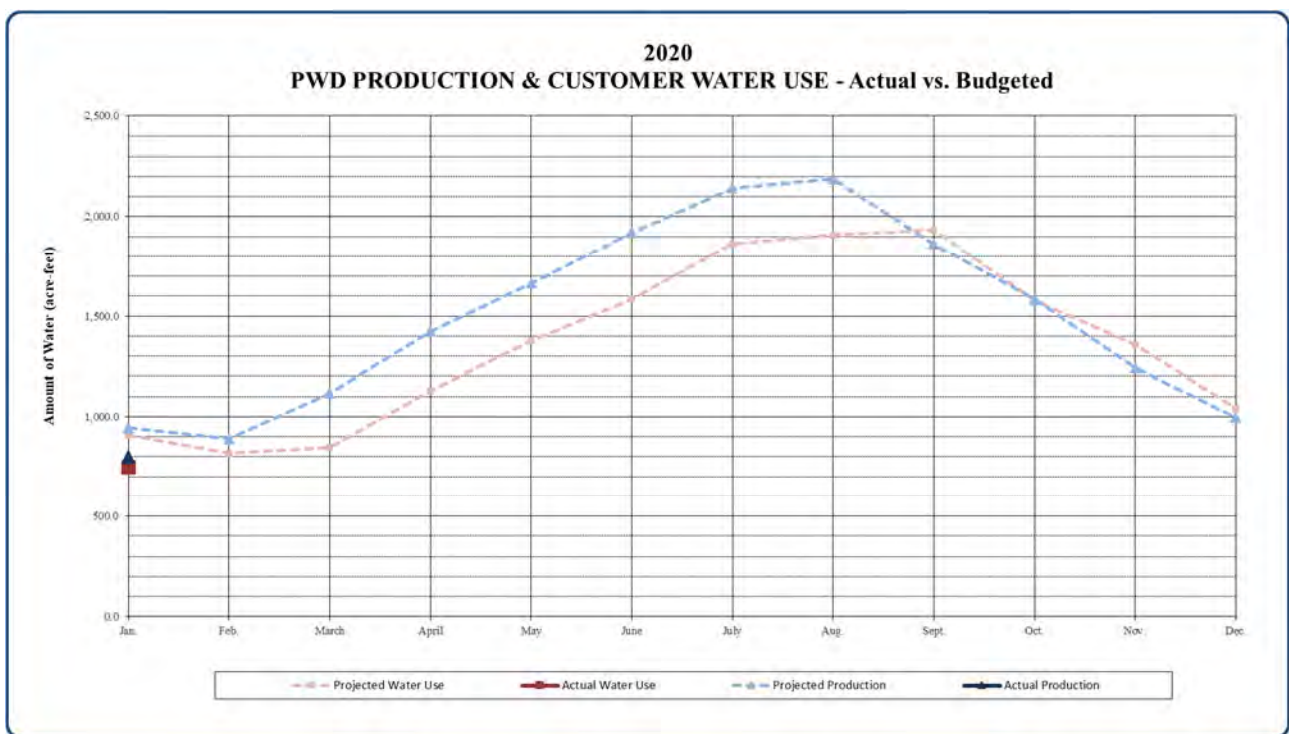


- The following graph shows actual monthly amounts for 2019 for both production and consumption. 2019 water use was 8% less than anticipated due to a wetter than average year. The 2018 chart follows for comparison.





- The following is the anticipated monthly water consumption and production for 2020 based on the prior five years of actual monthly information. The total consumption is based on the 2020 Budget amount of 16,341 AF.

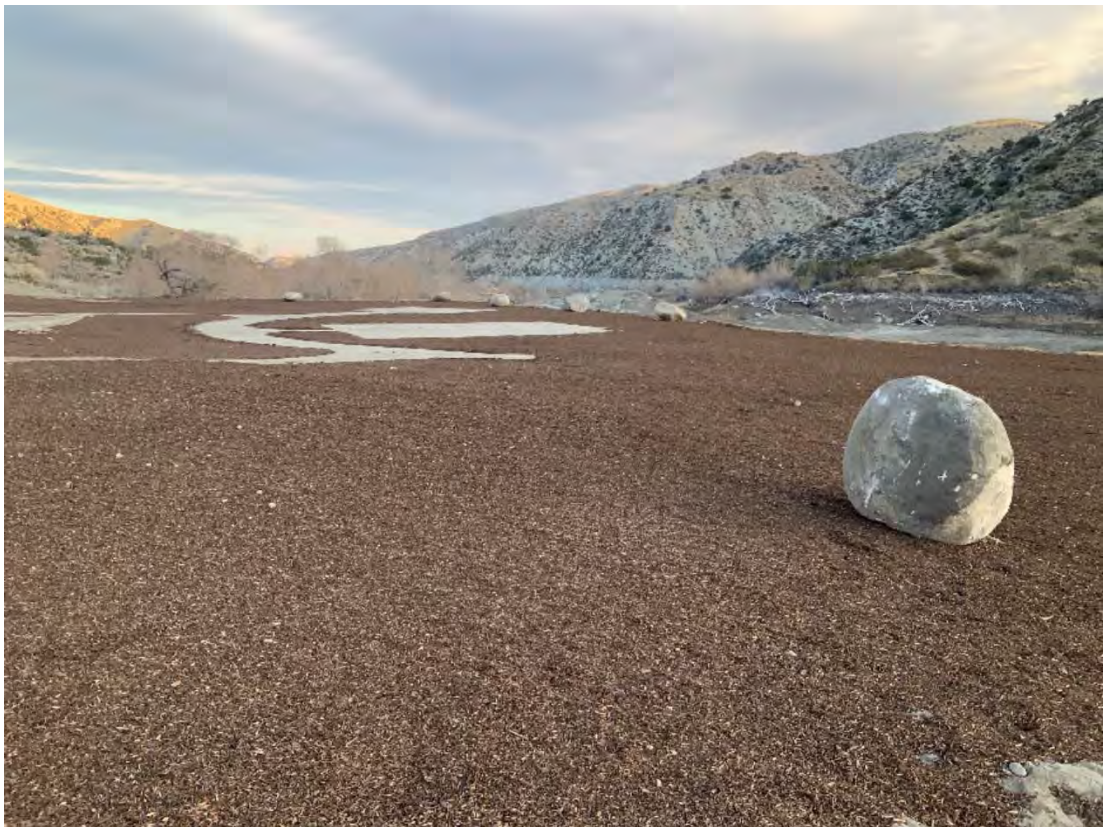


Other Items

- The Littlerock Reservoir Sediment Removal Project Environmental Impact Report/Environmental Impact Statement (EIR/EIS) was fully approved in 2017. All required permits are in place, and a construction contract for the Grade Control Structure was awarded in July 2018 to ASI Construction, LLC (ASI) of Colorado Springs.

After the site flooded in early 2019, ASI returned to the site in mid-July and began working. The first activities were re-establishing the dewatering network so excavation can be done, rebuilding the upstream berm to protect the construction site, and reinstalling the bypass pipe to allow storm water to go around the site. RCC placement began in late September and the work was substantially completed in December. The following pictures show the construction site.







A citizen's committee, Friends of Littlerock Dam (FOLD), was formed in the Littlerock, Pearblossom, and Juniper Hills area to find a way to reopen the Littlerock Reservoir Recreation area. They worked with the District and the USFS on this issue. The USFS has issued an eviction notice to the former operator living at the Reservoir in May 2019. This process is expected to be completed later this year.

- The public review of the Draft California Environmental Quality Act (CEQA) EIR for the Palmdale Regional Groundwater Recharge and Recovery Project is complete. The Final EIR was certified by the Board on July 13, 2016, and the Notice of Determination was filed on July 14, 2016. The comments from the SWRCB Recycled Water Division on the Title 22 Engineering Report were addressed and returned for further review. Another set of comments was received in 2018 and information is being collected to address them.

The soil column tests were completed and reported on late last year. The District reviewed additional geotechnical work done to verify the proposed location is suitable. The result is a recommendation to drill an additional well to better understand the aquifer in the area. The well design and construction documents will be advertised for bids in January 2020.

- The Upper Amargosa Creek Recharge Project is complete. One contract is for the California Aqueduct turnout and transmission water main. The other is for the recharge basins. They are higher than original estimates and will result in a request from the City of Palmdale to the District, LA County Waterworks, and AVEK for additional funding. The park aspects of the project are expected to be finished early next year. The District is working with DWR to deliver water to the Project for recharge on a continuing basis.
- California Water Fix: There have been recent regulatory approvals moving this project forward. However, the current Governor has only stated support for one of the proposed tunnels. The State Water Contractors and the Department of Water Resources are continuing discussions about the Project's financing and operations. These discussions will result in a clearer picture of the effect on individual contractors. Staff is directly involved in these discussions, the development of the Agreement in Principle, and will update the Board soon.



Organizational Excellence

This initiative includes efforts to restructure staff duties and activities to more efficiently provide service to our customers. Recent highlights are as follows:

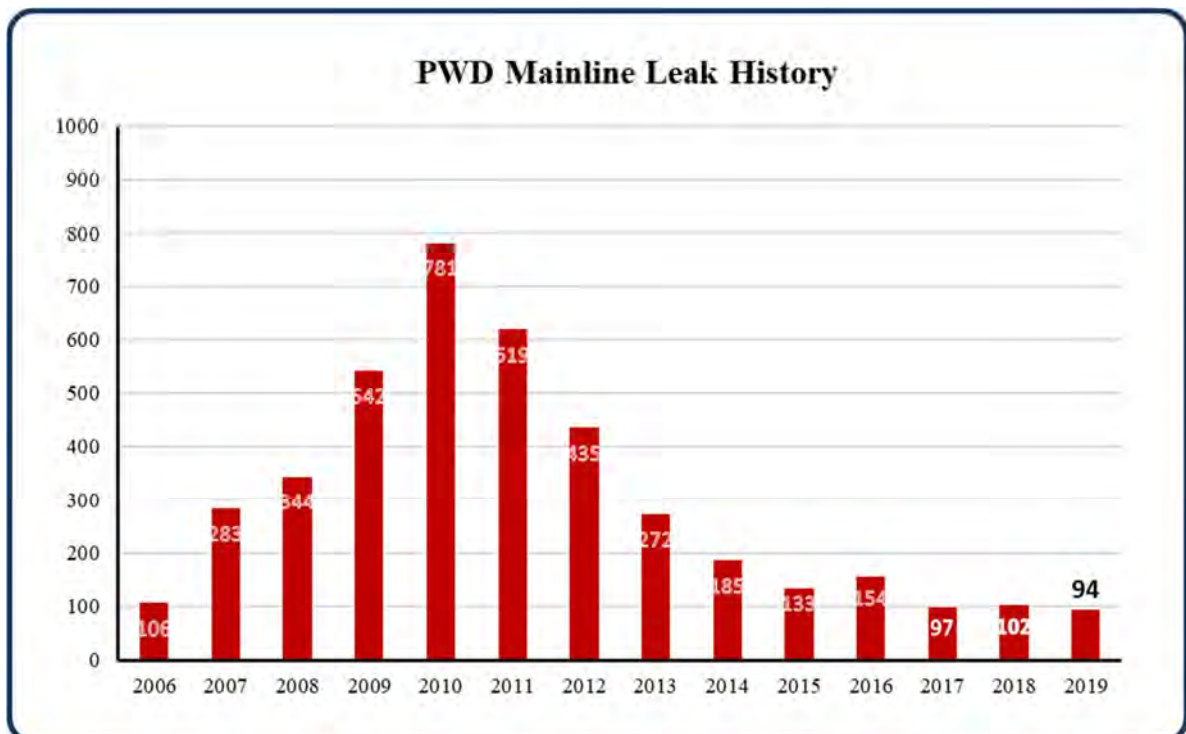
- Workshops were held to discuss the District's direction and update the Strategic Plan for 2019. This process reset the District's standing committees to align better with the Strategic Plan and give them clear direction.
- The District and other members of the Public Water Agencies Group (PWAG) have hired and share the services of an Emergency Preparedness Coordinator. This has already resulted in a successful training held at the District office. This approach also kept the District in a good position when responding to the July 4 and 5 earthquakes near Ridgecrest and compliance with the America's Water Infrastructure Act of 2018.



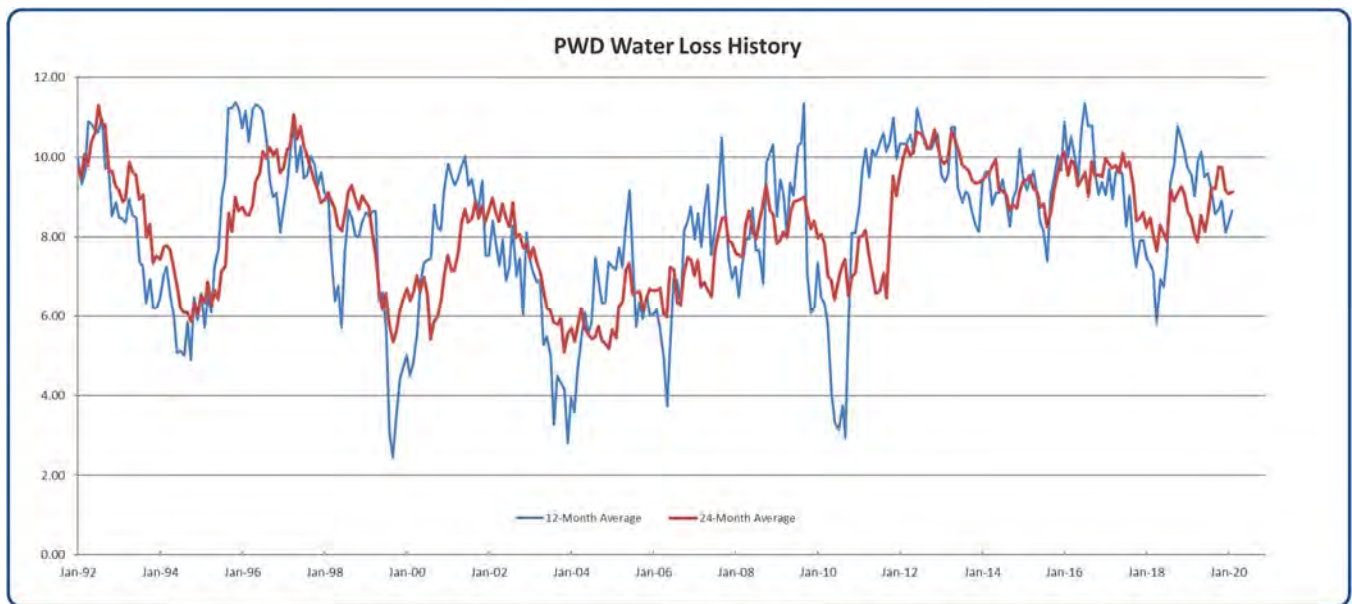
Systems Efficiency

This initiative largely focuses on the state of the District's infrastructure. Recent highlights are as follows:

- The effects of the District's past efforts in replacing failing water mains and meters can be seen in the reduced number of mainline leaks. This is illustrated in the chart titled "Mainline Leak History." The mainline leaks through December 2019 are 94, and there were 83 service line leaks. As can be seen in the following graph, **the mainline leaks for 2017, 2018, and 2019 average less than 100 or roughly one leak for every four (4) miles of the District's water system as opposed to nearly one leak every half mile in 2010.** This is a clear indication of the benefit in replacing old, worn out infrastructure.



- The 2019 Budget included replacing approximately 2,800 meters. Staff completed this replacement project in October. This approach to replacing water meters worked well and is planned to continue in 2020. District staff is also exploring other options for meters due to warranty issues being experienced with the current meter brand.
- The District advertised two water main replacement projects in December. One is in Avenue P near 25th Street East and the other is in Avenue V-5 west of 47th Street East. Bids will be opened soon and recommendations will be made to the Board to award construction contracts.
- The positive effect of both water main and water meter replacement programs is shown on the chart titled “PWD Water Loss History.” The running average for water losses is under 10%.



Financial Health and Stability

- PWD and City of Palmdale staffs have worked together to obtain funding for the Palmdale Recycled Water Authority (PRWA). The use of State programs has been problematic. The State Revolving Fund (SRF) program has been difficult to work with. A number of concerns have been addressed. These include resolutions from the City and the District related to the PRWA Phase II funding application for compliance with their repayment requirements. An amendment to the JPA was also completed to tie these into PRWA.

However, the outstanding financing issue is the State’s approach to determining the District’s Debt Coverage Ratio. They continue to include non-operating expenses into the calculation. Staff and our financial advisor are still working on this issue. PRWA is

also trying to obtain completed booster station plans being held by Los Angeles County Waterworks District 40 to complete the Phase II design plans and financing.

Staff also worked with the California Infrastructure Bank and Holman Capital and is considering a public bond issue for this project. Early discussions show this as a strong possibility to fund the work.

The AV Integrated Regional Water Management Plan (IRWMP) also provides an avenue for State funding assistance. The Littlerock Sediment Removal and PRWA Phase II Projects are the highest rated and are very likely to receive nearly \$900,000 for each project in the current round of funding.

- The 2019 Water Rate Study and Proposition 218 process is now complete. The Proposition 218 public hearing was held on October 28, 2019 for the 8.1% annual revenue increase. 101 protests were received of which 88 were valid. The Board then unanimously approved Resolution No. 19-15. This set the water rate structure and water rates for 2020-2024.

Resolution No. 19-15 also includes criteria to evaluate the District's financial condition each year. It gives the Board the ability to reduce the water rates if the District's financial position meets four (4) of the criteria in an annual review while preparing the following year's budget.

- Water-Wise Landscape Conversion Program (Cash-for-Grass Program): The District received a \$75,000 Grant from the Bureau of Reclamation in 2017 to assist in funding the Program. The District has fully used the grant funds. The Board approved an application for additional funds in February. The District received a preliminary notice indicating a favorable review of the application.



Regional Leadership

This initiative includes efforts to involve the community, be involved in regional activities, and be a resource for other agencies in the area. Recent highlights are as follows:

- Activities of the Palmdale Recycled Water Authority (PRWA), AV Integrated Regional Water Management Plan (IRWMP), and Antelope Valley State Water Contractors Association have continued.
- The District staff continues to share the administration of the Antelope Valley Watermaster Board (AVWB) with AVEK and related meetings.

- District staff is active in the local chambers, Greater Antelope Valley Economic Alliance (GAVEA), regional human resources, and public information organizations.
- The first “PWD Water Ambassador Academy” (WAA) was conducted on September 19 and 26, October 3 and a tour/graduation on October 6, 2018. The response from them was overwhelmingly positive. The next Academy was successfully completed in March 2019. A high school version of the Academy was successfully held as a one-day event on May 16, 2019. The 2020 WAA is being planned for March 2020. This will also include a brief presentation by the City of Palmdale. The District will also be included in the City’s program.
- The District, AVEK, City of Palmdale, and the City of Lancaster cohosted the Greater Antelope Valley Water Emergency Coalition on October 30th. The event was well-received and a success. A more formal move towards mutual assistance and coordination is planned from the participating organizations.



Customer Care and Advocacy

This initiative includes efforts to better serve our customers. Recent highlights are as follows:

- The ability to make payments at 7-Eleven and Family Dollar Store is also continuing to grow.
- Customer Care office and field staff are crosstraining to better understand the other’s interaction with customers and to improve communication.
- Customers are continuing to take advantage of the District’s electronic payment options. 59% of all payments made by customers were done electronically in 2018.
- Truebill, the customer information system, is being updated to implement the new water rate structure and water rates for 2020.
- Staff is working to implement revised policies related to SB 998 approved by the Board of Directors on January 13, 2020. This bill requires additional procedures for dealing with delinquent customers. The District must be in compliance with it on February 1, 2020.