Since 1918

PALMDALE WATER DISTRICT

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Board of Directors

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Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER
Attorneys

November 5, 2015

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, NOVEMBER 9, 2015

5:00 P.M.

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

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

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

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.

2) Roll Call.

3) Adoption of Agenda.

4) Public comments for non-agenda items.

5) Presentations:

5.1) None at this time.

6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)

6.1) Approval of minutes of regular meeting held October 28, 2015.

6.2) Payment of bills for November 9, 2015.

6.3) Approval of Change Order No. 1 to Work Order No. 15-608 being the emergency repair of the Well 18/19 Reservoir. ($55,000.00 – Budgeted – Project Manager Thompson)

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 request for reconsideration received from Charlene Coney of October 15, 2015 $50.00 water waste fine appeal determination. (General Manager LaMoreaux)

7.2) Consideration and possible action on request for resignation of Director Estes. (President Mac Laren)

7.3) Discussion of censure of Director Estes. (President Mac Laren)

7.4) Consideration and possible action on selection of consultant for preparation of 2015 Urban Water Management Plan. ($40,000.00 – Budgeted – Water & Energy Resources Director Pernula/Water Supply & Reliability Committee)

7.5) Consideration and possible action on cancelling December 23, 2015 Board meeting due to office closure. (General Manager LaMoreaux)

7.6) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2015 Budget:

a) None at this time.

8) Information Items:

8.1) Reports of Directors:

a) Meetings/General Report.

b) Standing Committee/Assignment Reports (Chair):

1) Finance Committee

8.2) Report of General Manager.

a) Written report on Cash Flow Statement and Current Cash Balances as of September, 2015. (Financial Advisor Egan/Finance Committee)

b) Written report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for September 30, 2015. (Finance Manager Williams/Finance Committee)

c) Written report on committed contracts issued and water revenue bond projects. (Assistant General Manager Knudson/Finance Committee)

8.3) Report of General Counsel.

a) Report on SB415. (Director Alvarado)

9) Public comments on closed session agenda matters.

10) Break prior to closed session.

11) Closed session under:

11.1) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel regarding pending litigation to which the District is a party. The title of such litigation is as follows: *Antelope Valley Ground Water Cases.*

11.2) Conference with Legal Counsel – Potential Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(4), to confer with District General Counsel regarding to determine whether to initiate litigation, one case.

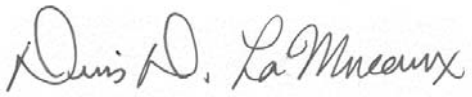
12) Public report of any action taken in closed session.

13) Board members' requests for future agenda items.

14) Break prior to Budget workshop.

15) Consideration and possible action on 2016 Budget. (General Manager LaMoreaux/Finance Committee)

16) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	November 5, 2015	**November 9, 2015**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Peter Thompson, Project Manager	
VIA:	Mr. James Riley, Engineering/Grant Manager Mr. Matthew Knudson, Assistant General Manager Mr. Dennis LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 6.3 – APPROVAL OF CHANGE ORDER NO. 1 TO WORK ORDER NO. 15-608 BEING THE EMERGENCY REPAIR OF THE WELL 18/19 RESERVOIR.***	

Recommendation:

Staff recommends ratification of Change Order No. 1.

Financial Impact:

Original Construction Contract Price:	$	32,500.00
Proposed Change Order No. 1:	$	22,500.00
Total Construction Contract Price:	$	55,000.00

Note: costs paid by funds available within Maintenance and Repair of Water Lines Budget

Background:

Abrasive blasting operations of the tank floor revealed the damage to the floor was extensive enough to necessitate full replacement rather than the spot repairs recommended pursuant to the initial inspection. Change Order No. 1 will consist of additional work specified in the attached proposal from Superior Tank Solutions. The cost of the work is less than the cost of a new tank (+/- $70,000.00) and is anticipated to extend the service life of the tank by 25 to 50 years.

All work was necessary to restore this essential tank to service and was not included within the original contract scope.

Supporting Documents:

- Change Order No. 1
- Proposal from Superior Tank Solutions

Strategic Plan Element

Strategic Goal 3.1 – Plan for Improvements of the existing water delivery infrastructure.

CHANGE ORDER

No. 1

PROJECT: Emergency Repair of the Well 18/19 Reservoir

DATE OF ISSUANCE October 5, 2015 EFFECTIVE DATE October 5, 2015

OWNER Palmdale Water District

OWNER's Contract No. W.O. No. 15-608

CONTRACTOR Superior Tank Solutions. ENGINEER P.W.D.

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

Description: *Time and material required for additional work scope as follows: See attached*

Reason for Change Order: *Additional work was necessary and not included within the original project scope.*

Attachments: *W.O. No. 15-608 Extra Work Proposal from Superior Tank Solutions*

CHANGE IN CONTRACT PRICE:	**CHANGE IN CONTRACT TIMES:**
Original Contract Price $ 32,500.00	Original Contract Times Completion: N/A Days
Net Changes from previous Change Orders No. 0 to No. 0 $ 0.00	Net Changes from previous Change Orders No. 0 to No. 0 N/A Days
Contract Price prior to this Change Order $ 32,500.00	Contract Times prior to this Change order Completion: N/A Days
Net Increase (decrease of this Change Order) $ 22,500.00	Net Increase (decrease of this Change Order) N/A Days
Contract Price with all approved Change Orders **$ 55,000.00**	Contract Times with all approved Change Orders Completion: N/A

RECOMMENDED:

By: _____
PWD, Project Manager

Date: _____

APPROVED:

By: _____
PWD, General Manager

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: _____

SUPERIOR TANK SOLUTIONS

PALMDALE WATER DISTRICT

Well 18/19 Tank Emergency Repair

Background:

In February, 2015, Superior Tank Solutions performed an inspection of the Well 18/19 Bolted Steel Tank and reported the findings to the District. The report identified that the tank was relatively intact with the exception of a couple of side wall corrosion issues and corrosion around the circumference of the tank at the floor/side wall interface. The side wall corrosion areas had been previously patched with plate steel that was seal welded into place. The circumferential joint between the side wall and the floor was aggressively corroding. The floor surfaces that were not adjacent to the side wall joint appeared to be intact with no evidence of corrosion on the top side of the floor plates.

At the time of this inspection, it was unknown that extremely thin (1/16") plate steel was used during the original installation of the welded steel floor. This condition, in association with the corrosion penetrations around the circumference of the tank, allowed water to pool under the tank and accelerate the corrosion process on the underside of the floor plate.

Immediately upon initiation of the abrasive blasting operation as part of the original tank renovation proposal, the floor began to disintegrate. Additional spot blasting was performed around the tank floor and the determination was made that the floor was not salvageable. On this basis, a new work scope was developed that included the complete replacement of the floor along with some additional considerations that are detailed in the following section.

Tank Rehabilitation Work Scope:

Prior to initiating the abrasive blasting and coating operation as previously proposed, the floor will be replaced with a 3/16" welded steel floor that will installed in accordance with the AWWA D.100 recommendations. The floor replacement work scope will include the removal of the lowest 6" of the interior side wall bolt tracks followed by the installation of a 3/16" x 6" band of carbon steel surrounding the bottom interior circumference of the tank. Floor plates will then be inlayed over the existing floor with a barrier of rock/sand between the two surfaces. The floor plates will be seal welded in place and secured to the 6" circumferential band via seal welding. Voids at the roof to side wall transition areas will also be plated and seal welded in place. All areas of previous weld repairs on the side wall of the tank will be inspected and repaired as necessary. The end result will be a leak free and properly sealed tank.

The originally proposed work scope included the abrasive blasting and coating application operation using a 100% solids polyurethane coating system on the lower 8' of the side shell and the existing floor. The new work scope will include the abrasive blasting and coating application as originally proposed on all side shell and floor surfaces.

Final cleaning of the tank and tank site along with the disinfection of the tank will be in accordance with the original STS proposal.

SUPERIOR TANK SOLUTIONS

Schedule:

The floor installation work scope is anticipated to span 4-5 work days. Following the completion of this work and the ancillary patch welding on the side shell, the blasting operation will be initiated and is expected to span 2 days. The coating application operation will be completed in one day. In the event that a significant concentration of epoxy patching is required prior to the application of the urethane coating system, a second day may be required to complete the coating application operation. The coating cure times should approximate 36 hours to 48 hours (depending on ambient temperatures). The clean-up and disinfection operation will be completed in one day.

Project Costs:

The previously proposed costs to provide all equipment, material, labor and supplies to satisfactorily perform the previously detailed work scope is $32,500.00. The new all inclusive cost (including floor replacement) is $55,000.
Note: this $55,000 cost is derived from the original cost of $32,500 for the base coating work plus an additional $22,500 to install the floor and extend the interior coating operation to the top of the side shell. All minor ancillary costs for additional side shell patching are also included in this total cost.

AGENDA ITEM NO. 7.2

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:	November 4, 2015	**November 9, 2015**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON REQUEST FOR RESIGNATION OF DIRECTOR ESTES.***	

There are no staff reports or back-up materials for this item.

obligations imposed by law or by action of the Board of Directors, the duties of each Officer of the District are as follows:

4.06.1 **PRESIDENT**

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

4.06.2 **VICE PRESIDENT**

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

4.06.3 **TREASURER**

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

Avoid Considering an Improper Matter	"I object to consideration of this motion"	Yes	No	No	No	2/3	
Protest Breach of Rules or Conduct	"I rise to a point of order"	Yes	No	No	No	No Vote	No

VOTING	Chair restates the motion
	ELECTRONIC: "Please cast your vote"
	VOICE: "All those in favor...; those opposed...; motion carries/is rejected"
	ROLL CALL: "Boardmember (in seniority order), Vice Chair, Chair; motion carries/is rejected"
	GENERAL CONSENT: (Various Options) "Please cast your vote" or "Without objection, motion is adopted"

IV. ENFORCEMENT OF RULES OF ORDER

A. Disruption by Members of the Public

If any meeting is willfully interrupted by a person or persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by removal of the disruptive individuals, of if any member of the public uses profanity or threats to direct his/her comments to the Board, a Director, staff, or any member of the public, the Chair, with the concurrence of a majority of the Directors present, may order the meeting room cleared and continue with the meeting. Members of the press or other news media may remain unless they participated in creating the disruption. In the event the Board meeting room is cleared, the Board cannot consider anything not on the agenda. *Government Code* section 54957.9.

B. Censure of Directors

Censure is a formal Resolution of the Board reprimanding one of its own Directors for specified conduct, generally a serious violation of law or of District Rules and Regulations where the violation of policy is considered to be a serious offense. Censure should not follow an occasional error in judgment, which occurs in good faith and is unintentional. Censure carries no fine or suspension of the rights of the member as an elected official, but a censure is an expression of the Board's disapproval of a Director's conduct.

Any Director may submit, in writing, a complaint and request for a censure hearing concerning an alleged violation of law or serious violation of Board policies by another Director. The complaint shall be submitted to the President, or if the complaint is about the President, to the Vice President.

Prior to any formal action by the Board to censure a Director, the Director against whom censure is sought is entitled to due process of law, which requires notice and the opportunity to be heard and to refute the evidence against him or her, by means of a censure hearing. The complaint shall contain specific factual allegations and any supporting evidence of specific conduct alleged to violate existing law or District Rules and Regulations. The President or Vice President, within 15 business days, shall review

the complaint and either (1) issue an advisory opinion to the Board; or (2) conduct further investigation and/or a hearing on the matter.

Upon completion of its review of the complaint and any additional investigation the President or Vice President shall determine if, considering all the facts and evidence, there are reasonable grounds to believe or not believe that the alleged violation of law or serious violation of District Rules and Regulations occurred. The President or Vice President shall make a written report to the Board stating the specific law or policy alleged to have been violated, and summarizing the complaint, evidence, and the results of any additional investigation. The President or Vice President shall also make a recommendation to the Board that the complaint is supported by sufficient evidence of a violation of law or serious violation of District Rules and Regulations to warrant a censure hearing, or, alternatively, that the complaint is not supported by sufficient evidence of a violation of law or serious violation of District Rules and Regulations to warrant a Board censure hearing.

If the President or Vice President determines that the allegations are supported and a censure hearing is warranted, the matter shall be set for a public censure hearing before the Board; if the President or Vice President concludes that the allegations are not supported and a censure hearing is not warranted, the President or Vice President's recommendation will be forwarded to the Board and no further action taken, unless the Board directs, by a majority consensus of the Board during a Board meeting, the matter to be placed on its agenda for further consideration. In either case, a copy of the final report shall be provided to the accused Director at the same time it is provided to the Board.

If a public hearing is set before the Board, it shall be far enough in advance to give the accused Director subject to censure adequate time to review the allegations and evidence against him or her and prepare a defense, but no longer than 15 days from the date of the President or Vice President's recommendation.

At the hearing, the Director shall be given an opportunity to make an opening statement, closing statement, and to question his or her accusers. The hearing shall not be a formal adversarial hearing and the Rules of Evidence shall not apply to the proceeding. An accused Director may choose to be represented and to designate his or her representative to speak on his or her behalf.

A Board decision to censure requires the adoption of a Resolution making findings, based on substantial evidence that the Director has engaged in conduct that constitutes a violation of law or a serious violation of District Rules and Regulations. The Resolution must be affirmed by at least three affirmative votes of the Board. The accused Director shall not participate in the Board's deliberations after the public hearing is closed or in any vote by the Board on the proposed censure."

Section 3: Severability. If any section, subsection, paragraph, sentence, clause or phrase of this resolution is for any reason held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this resolution, it being expressly declared that this resolution and each section, subsection,

paragraph, sentence, clause and phrase thereof would have been adopted, irrespective of the fact that one or more other section, subsection, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors of Palmdale Water District held on November 12, 2014.

Kathy Mac Laren, President
Palmdale Water District

Joe Estes, Secretary
Palmdale Water District

P A L M D A L E W A T E R D I S T R I C T

B O A R D M E M O R A N D U M

DATE: November 4, 2015 **November 9, 2015**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Jon M. Pernula, Water and Energy Resources Director

VIA: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION ON SELECTION OF CONSULTANT FOR PREPARATION OF 2015 URBAN WATER MANAGEMENT PLAN.***

Recommendation:

Staff and the Water Supply & Reliability Committee recommend the Board approve entering into a Professional Services Agreement with Kennedy/Jenks Consultants as the selected consultant for development and completion of the District's 2015 Urban Water Management Plan (UWMP) subject to General Counsel approval of said Agreement.

Background:

The California Water Code (CWC) Section 10620(a) requires an urban water supplier to prepare and adopt a UWMP consistent with CWC Section 10640. All urban water suppliers, either publicly or privately owned, serving municipal water to 3,000 customers or supplying more than 3,000 acre-feet annually are required to prepare an UWMP. The UWMP is required for an urban water supplier to be eligible for Department of Water Resources (DWR) state grants, loans, and drought assistance. The UWMP must be adopted by the District's Board and submitted to DWR by July 1, 2016. The UWMP includes data review and analysis, development of demand projections, analysis of demand management measures, population and demographic analysis, system supplies, water supply reliability, water shortage contingency planning, climate change, and other factors as identified by the Urban Water Management Planning Act.

This iteration of the UWMP comes in the midst of statewide concerns over the drought and the California Water Fix. Also, the California state legislature passed significant amendments to the UWMP Act in 2014 impacting reporting criteria for the District's Plan update. These issues have played a role in altering the scope and rules for completing the UWMP.

Staff reviewed and compared proposals and found that the proposed costs were reasonable and close between the two firms. The cost, including all optional tasks, was $99,380 from Kennedy/Jenks Consultants and $102,040 from RMC Water & Environment. After reviewing and comparing proposals, it is staff's opinion that at this time and for this project, Kennedy/Jenks Consultants provides the best value to the District for development of this important document in the face of these statewide issues.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 1 – Strategic Water Management.

Budget:

$40,000 was budgeted for beginning work on UWMP in 2015. Costs during 2015 should remain at or below the budgeted amount. The remaining costs for the completion of the project will be included in the 2016 budget. Total costs between 2015 and 2016 will not exceed $99,380.

Supporting Documents:

- UWMP Proposal from RMC Water & Environment
- UWMP Proposal from Kennedy/Jenks Consultants
- Professional Services Agreement between Palmdale Water District & Kennedy/Jenks Consulting for 2015 Urban Water Management Plan Update

RMC
water and environment

September 29, 2015

Jon M. Pernula
Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

RE: 2015 Urban Water Management Plan, RFQ No. 01-15

Dear Mr. Pernula:

On behalf of RMC Water and Environment (RMC), we are pleased to provide the Palmdale Water District (District) with this proposal to prepare your 2015 Urban Water Management Plan (UWMP). Since the 2010 UWMPs were completed, RMC has tracked ongoing legislative changes and proposed modifications to UWMP requirements. We are well versed in the particulars of the draft 2015 UWMP Guidebook and reporting requirements resulting from Senate Bills (SB) x7-7, SB 1420, SB 1036, and Assembly Bill (AB) 2067. The District's 2015 UWMP will build upon its 2010 UWMP, and incorporate updated information about the region's water system, water use, supply diversification, and relevant emerging regulations.

This submittal includes our proposed scope of work, fee estimate, and project schedule to prepare a 2015 UWMP that meets the basic requirements established by the California Department of Water Resources (DWR). In addition, our scope includes several optional tasks that could be included to prepare an enhanced UWMP. These optional tasks include additional technical analyses for long-term supply and demand planning, and they include additional coordination tasks to facilitate the final adoption process with PWD's Board of Directors and stakeholders.

RMC is deeply involved in the implementation of water recycling, conservation, groundwater storage and supply projects and in the integration of these strategies to meet larger regional needs. Our experience with Urban Water Management Plans includes the coordination, preparation and successful submittal to DWR of 2000, 2005 and 2010 UWMPs. Our experience also includes water supply analyses prepared in accordance with SB610 and SB221 and conservation planning in accordance with AB1420. RMC's extensive experience with UWMPs, as well as conservation, groundwater, and water supply master planning, has given us a focused understanding of water resources planning in California.

Thank you for the opportunity to submit our proposal to work with you on this important project. We have no conflict of interest if awarded the preparation of the District's 2015 UWMP.
If you have any questions or would like additional information, please contact me at 310.566.6479 or bdietrick@rmcwater.com.

Sincerely,

Brian N. Dietrick

Brian N. Dietrick, P.E.
Principal-in-Charge/Project Manager

2400 Broadway, Suite 300
Santa Monica, CA 90404 • 310.566.6460 • rmcwater.com

Complex Challenges | Innovative Solutions

Scope of Work

Palmdale Water District
2015 Urban Water Management Plan

RMC proposes to complete the following scope of work in order to create a 2015 Urban Water Management Plan (UWMP) that meets Department of Water Resources' new requirements and provides consistency with other State Water Project contractors. RMC will develop a streamlined strategy for interfacing with stakeholders in Palmdale Water District's (PWD's) service area and will work closely with PWD staff to effectively update the information in the UWMP and ensure the UWMP delivers the right messages. Brian Dietrick, the proposed Project Manager for RMC's completion of the 2015 UWMP, led the RMC team that developed the 2010 UWMP for PWD. The knowledge, background and experience of the 2010 effort will allow our team to begin immediately preparing the 2015 UWMP without spending additional time and effort to understand PWD's service area and system.

Task 1: Data Collection and Management

Subtask 1.1: Kickoff and Data Collection

Following the 2015 UWMP Guidebook release (anticipated October 2015), RMC will prepare a table of data needs. RMC will provide the table of data needs to PWD staff, as well as guidance on collecting and/or developing any data that is not readily available. This task assumes that PWD will provide RMC with adequate water use, supply, water loss, and other data necessary to complete the 2015 UWMP and that RMC will not be responsible for extensive data collection and data verification beyond evaluating what is provided by PWD.

RMC will also provide PWD staff with a detailed outline for the 2015 UWMP with all required chapters, tables, and sections clearly outlined. This detailed outline will be used by PWD staff and RMC when developing the 2015 UWMP document to ensure that all required analysis is included. A Kickoff meeting will be held to review the project schedule, detailed outline, and data needs.

Subtask 1.1 Deliverables:

- Data needs table (electronic)
- 2015 Guidebook requirements table (electronic)
- Agenda and summary action items for Kickoff meeting (electronic and hard copy)

Subtask 1.2: Project Management

This subtask includes ongoing communication and cooperation between RMC and PWD staff to ensure that the project is completed in a timely fashion and within the budget presented. RMC will coordinate with PWD staff and DWR, as necessary, and provide monthly progress monitoring, reporting, and invoicing. RMC has a Quality Assurance/Quality Control (QA/QC) program that will be used throughout the entire project to ensure quality work products are presented to PWD and DWR.

Subtask 1.2 Deliverables:

- Monthly progress reports and invoices

Task 2: Demand and Supply Analysis

Subtask 2.1: Demand Analysis

RMC will prepare the *System Description*, *System Demands*, and *Baselines and Targets* chapters of the 2015 UWMP. RMC will update PWD's system description in terms of its current and projected population, climate, housing density, development, income levels, etc. RMC will work with PWD to update population projections using planned future land use and growth rates for Los Angeles County determined by the Southern California Association of Governments (SCAG). Past, current, and projected water demands will be developed for the following in 5-year increments: residential, commercial, industrial, institutional, landscape/recreation, agricultural, and groundwater recharge. To ensure a complete demand forecast, RMC will work with PWD to quantify demands from both permanent and seasonal populations, distribution system water losses, and water savings from municipal codes and standards. All calculations shall be in compliance with DWR's UWMP Advisory Committee recommendations on quantifying demands. RMC's demand analysis will also consider substantial water use reductions that have taken place as a result of the recent drought, and will include projections for additional conservation that is anticipated as PWD continues to implement water conservation programs. This task assumes that PWD will coordinate directly with SCAG, the City of Palmdale, the Antelope Valley-East Kern Water Agency, and other entities with which population and demand data will be required to ensure consistency and accuracy.

SB x7-7 requires an evaluation of baseline per capita water use and identification of interim and 2020 urban per capita water use targets in accordance with specified requirements. RMC will confirm (and update, if needed) PWD's baseline per capita water use in gallons per capita per day (GPCD) and demand projections for a 25-year timeframe (2015 through 2040). RMC will update the urban water supply use targets in GPCD, based on the baseline, as well as develop narrative explaining PWD's compliance with the 2015 interim target.

RMC will prepare a summary describing current and future water demands and provide it to PWD for review. Based on PWD's comments, RMC will finalize the document for later use in analyzing future water gaps and ultimately in developing the 2015 UWMP.

Subtask 2.1 Deliverables:

- Draft and final Demand Analysis (electronic)

Subtask 2.2: Water Supply Analysis

RMC will prepare the *System Supplies* and *Water Supply Reliability* chapters of the 2015 UWMP. RMC will use new descriptions and analyses conducted in recent planning efforts to update those sections as written in the 2010 UWMP. Any missing analysis that would calculate changes in supply estimates relative to implementing these plans are assumed to be provided by PWD. This task assumes that PWD will provide RMC with water loss information about its system, prepared pursuant to standards set forth by the American Water Works Association's (AWWA) Manual 36 (Manual of Water Supply Practices).

RMC will conduct a water supply analysis and, based on the results of Subtask 2.1, compare supply and demand for 25 years, including under normal year, single dry year, and multiple dry year scenarios. All calculations shall be in compliance with DWR's UWMP Advisory Committee recommendations on quantifying supply.

RMC will summarize the results of the water supply analysis and provide a draft document to PWD for review. RMC will prepare a final document based on the comments received from PWD.

Subtask 2.2 Deliverables:

- Draft and final Water Supply Analysis (electronic)

Subtask 2.3: Demand Management Measures

RMC will review the *Demand Management Measures* (DMMs) chapter in the 2010 UWMP and revise the section to address the streamlined DMMs specified by AB 2067 (only 7 DMMs). RMC will rely on PWD staff for specific data, such as the number of low flow toilets provided to the public or the number of water audits conducted each year. As a signatory to the California Urban Water Conservation Council (CUWCC) Memorandum of Understanding, PWD's reports can be used as a basis for documenting implementation of the DMMs. This task assumes that PWD will provide RMC with its CUWCC reports for the last five years, which will provide the basis of evaluating and documenting implementation of DMMs.

RMC will prepare a summary of work completed in this subtask. PWD will review the summary, provide comments to RMC, and RMC will finalize the document for later incorporation into the 2015 UWMP.

Subtask 2.3 Deliverables:

- Draft and final DMMs to achieve targets (electronic)

Subtask 2.4: Water Shortage Contingency Plan

RMC will work with PWD staff to update the *Water Shortage Contingency Plan* from the 2010 UWMP to reflect current programs and any changes PWD plans to make based on current experience. RMC will work with PWD staff to develop a description of revenue impacts in water shortage periods and potential water rate adjustments per the anticipated 2015 Guidebook. RMC will prepare a summary of its findings and the modified Water Shortage Contingency Plan. The assessment will address future water supplies, including recycled water and potable reuse, which could meet potential shortfalls.

RMC will prepare a summary of work completed in this subtask. PWD will review the summary, provide comments to RMC, and RMC will finalize the document for later incorporation into the 2015 UWMP.

Subtask 2.4 Deliverables:

- Draft and final Water Shortage Contingency Plan (electronic)

Task 3: Prepare and Submit 2015 UWMP

Subtask 3.1: Administrative Draft 2015 UWMP

Following the first round of PWD review of the deliverables from Tasks 2.1-2.5, RMC will incorporate comments and produce a complete Administrative Draft 2015 UWMP for PWD review. All requirements for a 2015 UWMP will be identified on DWR-approved checklists. RMC will submit the Administrative Draft in PDF format for PWD staff review. RMC assumes comments will be provided within 3 weeks. This task assumes one progress meeting with PWD staff to discuss and receive comments on the compiled Administrative Draft 2015 UWMP.

Subtask 3.1 Deliverables:

- Administrative Draft 2015 UWMP and DWR forms (electronic)
- Agenda and summary action items for progress meeting

Subtask 3.2: Public Draft 2015 UWMP

Following PWD review of the Administrative Draft 2015 UWMP, RMC will incorporate comments and produce a complete Public Draft 2015 UWMP. RMC will submit the Public Draft in PDF format for public review. It is assumed the public review period will be 30 days based on the

2010 UWMP process.

RMC will also prepare and deliver a presentation to the PWD Board of Directors and public on the contents of the 2015 UWMP, including a review of the DWR Guidebook and electronic forms.

Subtask 3.2 Deliverables:

- Public Draft 2015 UWMP and DWR forms (electronic)
- Presentation to PWD Board on Public Draft 2015 UWMP

Subtask 3.3: Final 2015 UWMP

Following review of the Public Draft 2015 UWMP, RMC will incorporate comments and produce a Final 2015 UWMP. Upon completion, RMC will submit the Final Report in PDF format, MS Word format, and three (3) hard copies to PWD.

This task assumes that PWD will be responsible for compiling and uploading the Final 2015 UWMP to DWR. After the Final UWMP is submitted to DWR and DWR reviews and comments on the Plan, RMC will provide PWD will all source files and other project-specific information necessary to respond to comments from DWR.

Subtask 3.3 Deliverables:

- Final 2015 UWMP and DWR forms (electronic and 3 hard copies)

Optional Tasks

Work detailed above in Tasks 1-3 demonstrates work necessary to complete a DWR-compliant 2015 UWMP. The following are optional tasks, which would expand the scope to include analyses, meetings, coordination efforts, and other additional items to address specific needs.

Optional Task 1: Demand Forecast

As an optional task, RMC will update existing projections using a combination of planned future land use (based on the General Plan), growth rates for the area determined by the California Department of Finance and/or the Southern California Association of Governments, and PWD water meter and billing data.

RMC will develop a baseline residential per capita water use in gallons per capita per day (GPCD) for the general categories of Single Family and Multi-Family and will use the new General Plan to project residential demands. In developing this GPCD, RMC will consider the baseline demand projections in the 2010 UWMP and the GPCD that is currently being reported to the State Water Quality Control Board as part of mandatory water use reduction regulations. Additionally, RMC will consider, and discuss with PWD, the Conservation Act of 2009 – Executive Order B-29-15 in defining its potential impact observed in recent records, and potential impacts in future use. An additional consideration in defining GPCD for forecasts will be the economic slowdown from 2008 until the recent recovery (see below for normalization methodology as part of UWMP Guidebook).

For the non-residential sector, RMC will use the existing land use and water use and the future land use in the new General Plan to determine the City-wide demand for the commercial, industrial, institutional/governmental, agricultural and landscape/recreation classes.

RMC will develop a method to identify the variability in water demands triggered by weather and conservation measures. It is expected that the 2015 UWMP Guidebook will include a methodology to normalize the 2010 demand baselines based on weather (and potentially, economic factors). RMC will

therefore use a methodology consistent with DWR's suggested (or required, if the Guidebook establishes it as a requirement) methods.

Passive conservation will be considered in the forecast using a method based on IWR-MAIN's (demand model) method and approach. RMC will define the savings based on the plumbing code and the demographic projections and general plan. The key elements in the methodology are the "mechanical efficiency" of the devices, the intensity of usage of those devices (per account), fractions of end uses in the sector that are nonconserving (not impacted yet by plumbing code) and conserving (impacted by plumbing code), and the rate of shift from nonconserving to conserving. This analysis will also account for California Green Code measures.

The demand projections described above will be completed without the use of an econometric model, even though some elements of econometric models are part of the proposed scope. Given the schedule available for the completion of the administrative draft UWMP, completing a comprehensive forecast using an econometric model would not be feasible. However, the resulting demand forecast applying the method described above (based on per capita rates, demographic projections, land use in the General Plan, and accounting for conservation and economy) can help meet both DWR and PWD needs. RMC will apply the weather and conservation factors to the residential and non-residential demands forecasted to develop demand projections.

For water losses, the UWMP requirement is that it needs to be computed based on the most recent 12-month period available. DWR has released a specific methodology, based on the American Water Works Association, third edition of Water Audits and Loss Control Programs, Manual M36 and the Free Water Audit Software, version 5.0.

Optional Task 1 Deliverables:

- Draft Demand Forecasts (electronic)

Optional Task 2: Water Loss Analysis

This optional task includes data analysis and application of the water audit and loss control program methodology per the standards set forth by AWWA Manual 36 (Manual of Water Supply Practices). Major specific tasks include:

1) Perform a top-down water audit for the water system utilizing AWWA methodology and the latest version of AWWA's audit software;
2) RMC will provide a draft report to PWD that will contain the findings and water loss to use in the UWMP;
3) RMC assumes PWD will review the draft report and provide feedback within 3 weeks;
4) RMC will provide a final report that incorporates any PWD comments;
5) RMC assumes we will provide three (3) hardcopies and the electronic copy of the draft and final reports.

Optional Task 2 Deliverables:

- Draft and Final Water Loss Analysis Report (electronic and 3 hard copies)

Optional Task 3: Revised Administrative Draft

As an optional task, following PWD's review of the Administrative Draft, RMC will incorporate comments and produce a Revised Administrative Draft 2015 UWMP for review by other departments as

necessary, outside the core PWD UWMP staff team. RMC assumes comments will be provided within 4 weeks.

Optional Task 3 Deliverables:

- Revised Administrative Draft 2015 UWMP and DWR forms (electronic)

Optional Task 4: Addressing DWR's Comments

As an optional task, RMC will address DWR's comments on the UWMP for comments received within 12 months of the 2015 UWMP submittal.

Optional Task 4 Deliverables:

- Revised UWMP Files
- Record of Communications with DWR

Optional Task 5: Meetings with PWD or Stakeholders

As an optional task, RMC will hold an additional meeting with PWD or stakeholders to discuss items of importance or to resolve stakeholder-related concerns as appropriate.

Optional Task 5 Deliverables:

- Agenda and summary action items for meeting (electronic and hard copy)

Optional Task 6: Climate Change and Water-Energy

As an optional task, RMC will prepare *Climate Change* and *Water-Energy* chapters in accordance with the 2015 UWMP Guidebook. DWR guidance will be used to quantify the impact of climate change and weather normalization on PWD's supplies and calculate the energy intensity of PWD's conveyance, storage, and distribution. These sections are a likely precursor to State grants and loans, and are therefore valuable to have included in the 2015 UWMP. All calculations shall be in compliance with DWR's UWMP Advisory Committee recommendations.

RMC will prepare a summary of work completed in this subtask. PWD will review the summary, provide comments to RMC, and RMC will finalize the document for later incorporation into the 2015 UWMP.

Optional Task 6 Deliverables:

- Draft and final Climate Change and Water-Energy (electronic)

Optional Task 7: Board Presentation

As an optional task, RMC will present the content of the updated UWMP to the PWD Board prior to final adoption of the 2015 UWMP.

Optional Task 7 Deliverables:

- Presentation slides and materials (electronic and hard copy)

RMC water and environment

Fee Estimate

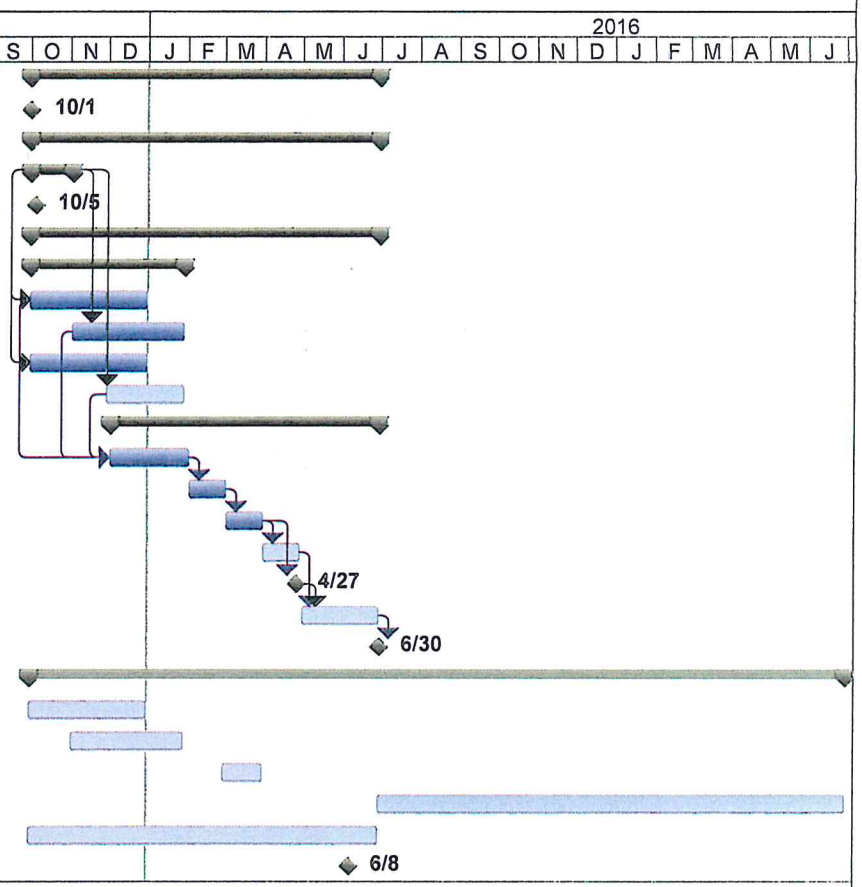
Palmdale Water District
2015 Urban Water Management Plan

Tasks	Labor							Outside	ODCs		Total
	Brian Dietrick	Crystal Benham	Enrique Lopezcalva	Lila Spring	Admin.	Total Hours	Total Labor Costs (1)	Sub Consultant Total Cost (2)	ODCs	Total ODCs (2)	Total Fee
	Principal/ Project Manager	Deputy Project Manager	Technical Advisor	Planning Support	Support						
	$244	$199	$274	$146	$107						
Task 1: Data Collection and Management											
1.1 Kickoff and Data Collection	4	8	0	4	0	16	$3,152	$0	$266	$293	$3,445
1.2 Project Management	2	6	0	0	6	14	$2,324	$0	$0	$0	$2,324
Subtotal Task 1:	6	14	0	4	6	30	$5,476	$0	$266	$293	$5,769
Task 2: UWMP Analyses/Sections											
2.1 Demand Analysis	2	8	0	16	0	26	$4,416	$0	$0	$0	$4,416
2.2 Water Supply Analysis	2	2	6	12	0	22	$4,282	$0	$0	$0	$4,282
2.3 Demand Management Measures	2	2	0	12	0	16	$2,638	$0	$0	$0	$2,638
2.4 Water Shortage Contingency Plan	1	2	6	8	0	17	$3,454	$0	$0	$0	$3,454
Subtotal Task 2:	7	14	12	48	0	81	$14,790	$0	$0	$0	$14,790
Task 3: Prepare and Submit 2015 UWMP											
3.1 Administrative Draft 2015 UWMP	6	8	0	16	8	38	$6,248	$0	$400	$440	$6,688
3.2 Public Draft 2015 UWMP	6	6	0	8	8	28	$4,682	$0	$469	$516	$5,198
3.3 Final 2015 UWMP and Submittal to DWR	2	4	0	6	2	14	$2,374	$0	$400	$440	$2,814
Subtotal Task 3:	14	18	0	30	18	80	$13,304	$0	$1,269	$1,396	$14,700
Total	27	46	12	82	24	191	$33,570	$0	$3,184	$1,688	$35,258
OPTIONAL TASKS											
O-1 Demand Forecast	12	40	0	48	0	100	$17,896	$0	$0	$0	$17,896
O-2 Water Loss Analysis	6	24	8	180	0	218	$34,712	$0	$0	$0	$34,712
O-3 Revised Administrative Draft	2	4	0	4	8	18	$2,724	$0	$0	$0	$2,724
O-4 Addressing DWR's Comments	2	4	0	4	0	10	$1,868	$0	$0	$0	$1,868
O-5 Meeting with PWD or Stakeholders	4	8	0	0	0	12	$2,568	$0	$266	$531	$3,631
O-6 Climate Change and Water-Energy	1	0	12	6	0	19	$4,408	$0	$0	$0	$4,408
O-7 Board Presentation	4	0	0	2	0	6	$1,268	$0	$69	$137	$1,542
Total OPTIONAL TASKS	31	80	20	244	8	0	$65,444	$0	$334	$668	$60,831

1. The individual hourly rates include salary, overhead and profit.
2. Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
4. RMC reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.

Palmdale Water District 2015 Urban Water Management Plan Schedule

Task Name	Start	Finish
Prepare 2015 Urban Water Management Plan	**Thu 10/1/15**	**Thu 6/30/16**
Notice to Proceed	Thu 10/1/15	Thu 10/1/15
Task 1: Kickoff, Data Collection and Review	**Thu 10/1/15**	**Thu 6/30/16**
Subtask 1.1: Kickoff and Data Collection	Thu 10/1/15	Mon 11/2/15
Project Kickoff Meeting	Mon 10/5/15	Mon 10/5/15
Subtask 1.2: Project Management	Thu 10/1/15	Thu 6/30/16
Task 2: UWMP Analyses/Sections	**Thu 10/1/15**	**Fri 1/29/16**
Subtask 2.1: Demand Analysis	Thu 10/1/15	Thu 12/31/15
Subtask 2.2: Water Supply Analysis	Tue 11/3/15	Fri 1/29/16
Subtask 2.3: Demand Management Measures	Thu 10/1/15	Thu 12/31/15
Subtask 2.4: Water Shortage Contingency Plan	Mon 11/30/15	Fri 1/29/16
Task 3: Prepare and Submit 2015 UWMP	**Thu 12/3/15**	**Thu 6/30/16**
Subtask 3.1: Administrative Draft 2015 UWMP	Thu 12/3/15	Tue 2/2/16
PWD Review Period	Wed 2/3/16	Wed 3/2/16
Subtask 3.2: Public Draft 2015 UWMP	Thu 3/3/16	Thu 3/31/16
Public Review Period	Fri 4/1/16	Fri 4/29/16
Presentation to the Board	Wed 4/27/16	Wed 4/27/16
Subtask 3.3: Final 2015 UWMP and Submittal to DWR	Mon 5/2/16	Thu 6/30/16
Finalize 2015 UWMP for Submittal to DWR	Thu 6/30/16	Thu 6/30/16
OPTIONAL TASKS	Thu 10/1/15	Fri 6/30/17
Optional Task 1: Demand Forecast	Thu 10/1/15	Thu 12/31/15
Optional Task 2: Water Loss Analysis	Tue 11/3/15	Fri 1/29/16
Optional Task 3: Revised Administrative Draft	Tue 3/1/16	Thu 3/31/16
Optional Task 4: Addressing DWR's Comments	Fri 7/1/16	Fri 6/30/17
Optional Task 5: Meeting with PWD or Stakeholders	Thu 10/1/15	Thu 6/30/16
Optional Task 6: Presentation to the Board	Wed 6/8/16	Wed 6/8/16



Task Milestone Summary

September 2015

Palmdale Water District
2015 Urban Water Management Plan Update

Kennedy/Jenks Consultants
Engineers & Scientists

As requested, Kennedy/Jenks Consultants (Consultant) is pleased to provide a proposal for preparation of the 2015 Urban Water Management Plan Update for the Palmdale Water District (District). The Scope of Work defined below is based on our understanding of the project requirements, our familiarity with District water supplies and facilities, our experience with the applicable regulations and guidance documents, and our experience on similar projects.

Introduction

Section 10610 et seq. of the California Water Code (Water Code) requires the preparation of an Urban Water Management Plan (UWMP, Plan) and periodic updates. The Water Code also specifies the contents and procedures for adoption of the Plan. Plans must be adopted and submitted to the California Department of Water Resources (DWR) before December 31 for years ending in 5 or 0; recent legislation (Assembly Bill 2067) has mandated that the 2015 UWMP Updates be due July 1, 2016. Consequently, the District's Plan Update must be adopted and submitted to DWR prior to 1 July 2016.

Please note that as of the date of this proposal, significant amendments have been made by the Legislature to the UWMP Act during 2014. New UWMP legislation includes the following revisions:

- Changes in the way that the Demand Management Measures (DMMs) are reported;
- Reporting of quantified distribution system water loss utilizing American Water Works Association (AWWA) water system balance methodology (retail water suppliers);
- Description of distribution system asset management programs (wholesale water suppliers);
- Estimation of the effects of codes, standards and ordinances on demand, if information is available and applicable to a water supplier;
- Guidelines for voluntary reporting of embedded energy costs;
- Electronic online submittal of the UWMP on standardized DWR forms, and
- 2015 UWMPs are due for submittal to DWR by 1 July 2016. Please note that this will require the UWMP to be completed, provided for public review, and adopted by the Districts Board at least 30 days prior to the 1 July submittal date. Please see the "Schedule" section of this Scope of Work for more detail and recommendations regarding this revision to the UWMP Act.

DWR has produced a draft "Guidebook to Assist Water Suppliers in the Preparation of a 2015 Urban Water Management Plan", with the final Guidebook anticipated to be available in October 2015. Amendments legislated to date have been incorporated into this proposal.

Additionally, there are significant additions that pertain to SWP Contractors, such as Palmdale Water District. Therefore, the UWMP Update will also include the following:

1. Analysis of SWP water supply reliability based on the results of the 2015 DWR SWP Delivery Capability Report, which includes climate change assumptions;
2. Qualitative description of a minimum SWP supply allocation of 5% for shortage contingency planning purposes;
3. Narrative description of the potential water supply improvements of the Bay Delta Conservation Plan;
4. Updated description of status of relevant endangered species Biological Opinions;
5. Description of updated SWP emergency outage scenarios;
6. Language describing the extension of the SWP water supply contracts to 2085; and
7. Discussion of reduced reliance on the Delta.

Scope of Services

Based on our discussions with District staff, the following scope of work has been developed for preparation of the 2015 Urban Water Management Plan Update.

Task 1 - Collect and Review Background Information

Consultant shall review background information collected for the District's service area, water supply and demand, and water policies. The objective of this task is to gather available data necessary to prepare the 2015 UWMP update. Information to be collected and reviewed includes the following:

- Current and proposed land uses within the District service area
- Population estimates and projections (retail water suppliers) Note: that DWR plans to include in the 2015 UWMP Guidebook a revised methodology for determining population, inclusive of consideration of transient populations and vacation communities. (*the UWMP Planning Act requires a 20-year planning horizon; Kennedy/Jenks recommends 25 years, which in this case would be 2040*)
- Historical, current, and projected (to the year 2035) water consumption by user sector, including recycled water consumption, if applicable (*the UWMP Planning Act requires a 20-year planning horizon; Kennedy/Jenks recommends 25 years, which in this case would be 2040*)
- Current seasonal water consumption by user sector
- Water sources, including reliability, with specific information required for groundwater supplies
- Water quality issues, including known contaminants
- Saline intrusion
- Current water rate structure
- Water demand management programs over the last five years (note that significant legislation amending Section 10631 of the UWMP Act takes effect 1 January 2015)
- Conservation and No-Waste ordinances currently or previously adopted by the District
- Water shortage contingency plans
- Planned modifications to the District's water system and available supply (such as addition of new wells and/or water treatment facilities)
- Progress towards meeting SBX7-7 legislative goals (20x2020 reductions in per capita water use in gallons per capita per day, GPCD) (retail water suppliers). Note: if "significant changes" in population and/or or water demands have occurred since the baseline GPCD calculations were prepared for the 2010 UWMP, a retailer may revise its 2020 GPCD target. DWR will develop guidance regarding the criteria for such a revision.

- Distribution system water losses, utilizing AWWA protocols (retail water suppliers)

Consultant assumes the above information is readily available from District staff, and will provide District staff with a Data Collection Form to assist them in collection of the data. Additional effort required by Consultant to collect data for this task, including information for GPCD target calculation adjustment and distribution system water losses, will require additional scope and budget.

Task 2 - Update Service Area and Demand Characteristics

Consultant shall update the existing description of the District's service area to satisfy the requirements of the Urban Water Management Planning Act and subsequent amendments. Land use, population and water consumption estimates and projections will be updated based on information provided by the District, City of Palmdale, or County of Los Angeles. Population and water demand projections will be presented in 5-year increments for a 25-year period, through 2040.

Recent legislation provides that "if available and applicable" to the District, water use projections may display and account for the water savings estimated to result from adopted codes, standards, ordinances, or transportation and land use plans identified by the urban water supplier, as applicable to the service area. If such information is reported, the assessment will provide citations of the various codes, standards, ordinances, or transportation and land use plans utilized in making the projections. The Plan will indicate the extent that the water use projections consider savings from codes, standards, ordinances, or transportation and land use plans.

Note: water use projections that do not account for these water savings shall be noted of that fact in the 2015 UWMP.

Per the enacted legislation this analysis is voluntary. DWR will develop guidance on this legislative amendment, to be incorporated in the 2015 UWMP Guidebook. (See Optional Task 4).

Task 3 – Update Water Resources and Supply Outlook

Consultant shall update the existing description of District water sources, including local water supplies, imported water supplies, potential for exchanges or transfers, and other potential water supplies. Consultant shall update the description of water quality, including any known contamination that may impact water resources. Consultant shall evaluate the adequacy of the existing supply to meet the projected water demands as well as assess the frequency and magnitude of supply deficiencies. Based on recent legislation, included in the analysis for the 2015 UWMP will be the reporting of distribution system water loss for the most recent 12-month period available. (For all subsequent UWMP updates, the distribution system water loss shall be quantified for each of the five years preceding the plan update.)

The supply reliability analysis will include the average water year, single dry water year, and multiple dry water years (the UWMP Planning Act requires a 20-year planning horizon; Kennedy/Jenks recommends 25 years, which in this case would be 2040). In

the case of the District, data and information from the 2015 DWR Delivery Capability Report will be utilized for the reliability analysis.

Consultant shall also include the specific information required by Section 10631 (b) regarding groundwater supplies. Note: significant legislation regarding groundwater management was enacted in 2014 (Senate Bills 1168 and1319 and Assembly Bill 1739). Consultant assumes information about groundwater supplies relevant to the District is readily available from District staff, and will provide District staff with a Data Collection Form to assist them in collection of the data. Additional effort required by Consultant to collect data for this task will require additional budget.

In its guidance, DWR encourages UWMPs to consider the impacts of climate change, and suggests that a means of doing so is to append the Climate Change Vulnerability Assessment from the local Integrated Regional Water Management Plan. Consultant recommends utilizing this approach in the District's 2015 UWMP update (also see Optional Task).

Task 4 – Evaluate Water Recycling

Consultant shall describe the availability of recycled water and its potential for use as a water source by the District. This will include analysis of the District's current and future recycled water plans. Consultant assumes information about recycled water supplies relevant to the District's service area is readily available from the District, and will provide District staff with a Data Collection Form to assist them in collection of the data. It is assumed that District will provide to Consultant any and all existing information about the availability of recycled water so that the DWR UWMP checklist requirements can be met. If research by Consultant of such information is necessary, additional scope and budget will be required.

Task 5 – Review Water Shortage Contingency Plan

As a result of Governor Brown's January 2014 drought proclamation and April 2014 emergency declaration, urban water suppliers were called upon to implement their local water shortage contingency plans. Consultant shall review the District's existing water shortage contingency plan to determine compliance with provisions identified in the Water Code. Consultant shall provide the District with applicable revisions to the existing Water Shortage Contingency Plan so that it can be implemented according to the drought and emergency proclamations. The plan shall include the following elements.

1. Description of plan coordination with local and regional suppliers.
2. Highest historic total annual water demand and predicted highest water demand at the end of 12, 24, and 36 months.
3. Estimate of worst-case water supply at the end of 12, 24, and 36 months.
4. Description of stages of rationing and associated triggers.
5. Description of mandatory prohibitions and consumption limits.
6. Description of adopted penalties and charges for excessive use.

7. Revenue and expenditure analysis (includes evaluation of impacts and proposed measures to overcome the impacts, such as the development of reserves and rate adjustments.)
8. Implementation resolution or ordinance.
9. Description of monitoring mechanisms.
10. Description of public noticing and plan adoption.

The water shortage contingency plan must be adopted and incorporated into District municipal code. DWR will make status of these updates publicly available.

The Water Shortage Contingency Plan may be updated and adopted as part of the 2015 UWMP, or it may be updated and adopted separately and provided as an appendix to the UWMP.

Task 6 – Report Water Demand Management Measures Implementation

The Governor's April 2014 emergency declaration requires that all state agencies that distribute funding for projects that impact water resources, including groundwater resources, will require recipients of future financial assistance to have appropriate conservation and efficiency programs in place.

Recent UWMP legislation significantly revises the demand management measures (DMM) reporting requirements.

1) Since the District is a member of the California Urban Water Conservation Council (CUWCC) it may continue to submit its annual reports as required by Section 6.2 of the Memorandum of Understanding Regarding Urban Water Conservation in California in order to comply with this section of the UWMP Act. District staff will provide Consultant with the appropriate CUWCC annual reports (2013-14), to be appended to the 2015 UWMP in compliance with this part.
2) The new legislation allows a narrative description, comporting with the guidance provided in the DWR 2015 UWMP Guidebook, of specific Foundational DMMs, and including those DMMs the retailer plans to implement to achieve its SBX7-7 water use target (Optional Task).

Task 7 - Prepare Draft and Final Plans

Consultant shall document the findings in a Draft UWMP Update for the District. An electronic version of the draft 2015 UWMP will be submitted to the District for review. Consultant will incorporate District staff comments on the electronic draft and submit three (3) hard copies of the Final Plan Update to the District. Consultant will also provide the District with the final UWMP on compact disk (CD). Additional deliverables and copies may require a budget augmentation.

It should be noted that recent legislation requires electronic UWMP submittal to DWR via email and CD in PDF format. DWR will no longer accept hard copies of UWMPs.

New legislation also requires 2015 UWMPs to be provided to DWR via an

online database on preexisting standardized forms, to be made available by DWR during 2016.

Consultant will assist District staff in the preparation of and uploading of the online submittal. (If the District wishes Consultant to prepare the online submittal forms in the course of preparing the 2015 UWMP and upload the submittal to DWR, additional scope and budget will be required. Since the forms and online system are not yet developed by DWR, at this time an estimate cannot be made as to cost impact.)

Task 8 - Attend Public Hearing

Consultant shall attend the required public hearing and support District staff providing conclusions and recommendations of the plan. Attendance at additional hearings or meetings will require additional budget.

Task 9 - Project Management

Consultant's project manager shall assure that proper resources and staff are dedicated to this project to assure a timely completion of the 2015 UWMP Update. Consultant's Project Manager shall also implement and enforce internal Quality Assurance and Quality Control programs. Consultant anticipates a minimum of bi-weekly communication with the District's Project Manager.

Optional Tasks

Optional Task 1: Demand Management Measures Narrative

Consultant shall develop a narrative description, comporting with the guidance provided in the DWR 2015 UWMP Guidebook, of each of the following DMMs, and including those DMMs the District plans to implement to achieve its SBX7-7 water use target:

1. Implementation of the Foundational DMMs implemented over the last five years, which include:
   A. Water waste prevention ordinances
   B. Metering
   C. Conservation pricing
   D. Public education and outreach
   E. Programs to assess and manage distribution system real loss
   F. Water conservation program coordination and staffing support
2. A description of other DMMs implemented in the previous five years that have a significant effect on water use as measured in gallons per capita per day, including innovative measures if implemented.

Based on the District's previous UWMP and discussions with District personnel, Consultant shall summarize the water demand management goals, programs implemented to date, overall progress and effectiveness of the current program. This narrative section will also describe future programs anticipated by Agency staff. *Estimated budget: $5,000*

Optional Task 2: Climate Change Analysis

In its guidance, DWR encourages UWMPs to consider the impacts of climate change, using as guidance the DWR Climate Change Guidance ("Climate Change Handbook for Regional Water Planning," December 2011). DWR is also encouraging inclusion of an Integrated Regional Water Management Plan (IRWMP) Vulnerability Assessment to meet this guidance.

Kennedy/Jenks Consultants proposes to use the Vulnerability Assessment created for the 2013 Antelope Valley IRWMP Update and include it in the 2015 UWMP. In addition, since the DWR SWP Delivery Capability Report contains climate change scenarios, the language developed for all SWP contractors also will be included in the UWMP for this purpose.

Estimated budget: no charge

Optional Task 3: Embedded Energy Calculations

Recent UWMP legislation allows agencies to voluntarily calculate the embedded energy of water supplies, in various categories, for inclusion in the 2015 UWMP. DWR is in the process of developing a methodology for calculating the embedded energy of water supplies. If the District wishes to include this analysis in the 2015 UWMP, Consultant can undertake these calculations, which comport with the current Draft DWR Methodology, as follows.

This effort will create a high-level energy and baseline and forecast for the District's entire system. Energy is defined as electricity (purchased and generated) and natural gas.

Subtask 1 – Data Collection

Kennedy/Jenks will submit to the District a detailed request for information (RFI) that asks the District for a list of all its major facilities. Once received and reviewed Kennedy/Jenks will submit an RFI for the monthly (or if not monthly, then yearly) energy use and cost by major facility to the extent information is available. The District will supply the information in Excel spreadsheet format. Kennedy/Jenks will customize and modify its existing Excel Baseline & Forecast spreadsheet tools to be able to account for all of the District's major equipment/facilities and energy types. The Excel spreadsheet tools will be user friendly, with assumptions clearly identified and capable of being modified by the user.

- Deliverable: Kennedy/Jenks RFI.
- District Responsibilities: Provide all data requested by Kennedy/Jenks in the format requested.

Subtask 2 – Develop Baselines and Forecasts

After consultation with the District, Kennedy/Jenks will determine the rates of growth for major facilities (if available), and rates of cost escalation for energy types. Kennedy/Jenks will create forecasts of energy use and cost over the next 20 years.

Subtask 3 – Draft Technical Memorandum

Kennedy/Jenks will prepare Draft Technical Memorandum for the Energy

Baseline and Forecast incorporating the information compiled and analyzed in Subtasks 1 and 2. Kennedy/Jenks will submit an electronic copy by email to the District's Project Manager. The District will have up to three (3) weeks to review and submit to Kennedy/Jenks one consolidated set of comments in redline format.

- Deliverables: Draft Technical Memorandum – Energy Baseline and Forecast.
- District Responsibilities: Review Draft Technical Memorandum and provide one set of consolidated set of comments to Kennedy/Jenks in redline format.

Subtask 4 – Final Technical Memorandum

After receiving the comments, Kennedy/Jenks will hold a conference call with District staff to discuss and address any concerns that staff may have. Kennedy/Jenks will then incorporate District comments and issue one electronic copy of Final Technical Memorandum and a final spreadsheet model to the District.

- Deliverables: Final Technical Memorandum on Energy Baseline, and Forecast and Energy Baseline & Forecast spreadsheet.
- Meetings: Review of Draft Technical Memorandum (via conference call).

Subtask 5 – Project Management

Task 5 will include project management work during Task 1 to ensure fulfillment of the project scope of services within budget and on schedule, including: Project Management, Project Management Meetings, Budget and Schedule Control and Invoices.

Estimated Budget: $25,000

Optional Task 4: Estimating Future Water Savings from Codes, Standards, Ordinances or Transportation and Land Use Plans

Recent legislation allows agencies to voluntarily calculate future water savings; demand projections may display and account for the water savings estimated to result from adopted codes, standards, ordinances, or transportation and land use plans identified by the urban water supplier, as applicable to the service area. If undertaken, a UWMP will indicate the extent that the water use projections consider savings from codes, standards, ordinances, or transportation and land use plans. If not undertaken, the UWMP must indicate as such.

DWR is in the process of developing a methodology for estimating these future water savings. If the District wishes to include this analysis in its 2015 UWMP, Consultant will utilize DWR's methodology, which in draft form appears to give significant flexibility to UWMP preparers in terms of data sources and assumptions, based on local service area characteristics. At this time it is not possible to estimate the cost of this additional scope since the final methodology is not available. However, because Kennedy/Jenks is

familiar with local land use data sources, as well as statewide water conservation policies and practice, it is assumed that the additional budget to perform this task would not be significant.

Estimated budget: $5,000

Budget

The budget for the 2015 UWMP scope of work described above is $64,380 (without Optional Tasks). A breakdown of the fee estimate is presented in the attached spreadsheet. This budget will not be exceeded without prior authorization by the District.

Consultant proposes to provide the scope of services on a time and materials basis under the terms and conditions of our Agreement for Professional Services with the District.

Schedule

Consultant is prepared to initiate work on this project immediately following receipt of a notice to proceed. Based on discussions with District staff, our experience on other similar projects, the Scope of Services as outlined, and the depth, experience and availability of the project team participants, Consultant will submit the draft subject Plan within six months from receipt of Notice to Proceed and the initial District staff-provided data. The final Plan will be completed within six weeks following receipt of written District staff comments.

Consultant recommends having the final UWMP completed by 1 April, 2016 to allow for District/county notifications, public review, and District Board adoption. Please note that the UWMP Act requires the following:

1) "…any District or county within which the supplier provides water supplies" was notified at least 60 days prior to the UWMP public hearing that the plan was being reviewed and changes were being considered, and 2) provide documentation that within 30 days of submitting the UWMP to DWR, the adopted UWMP has been or will be available for public review during normal business hours.

Consultant strongly recommends that the District Counsel review the UWMP Act and Government Code Section 6066 notification requirements. Consultant will not be responsible for public notifications.

Proposal Fee Estimate

Kennedy/Jenks Consultants

CLIENT Name: Palmdale Water District

PROJECT Description: 2015 UWMP Update

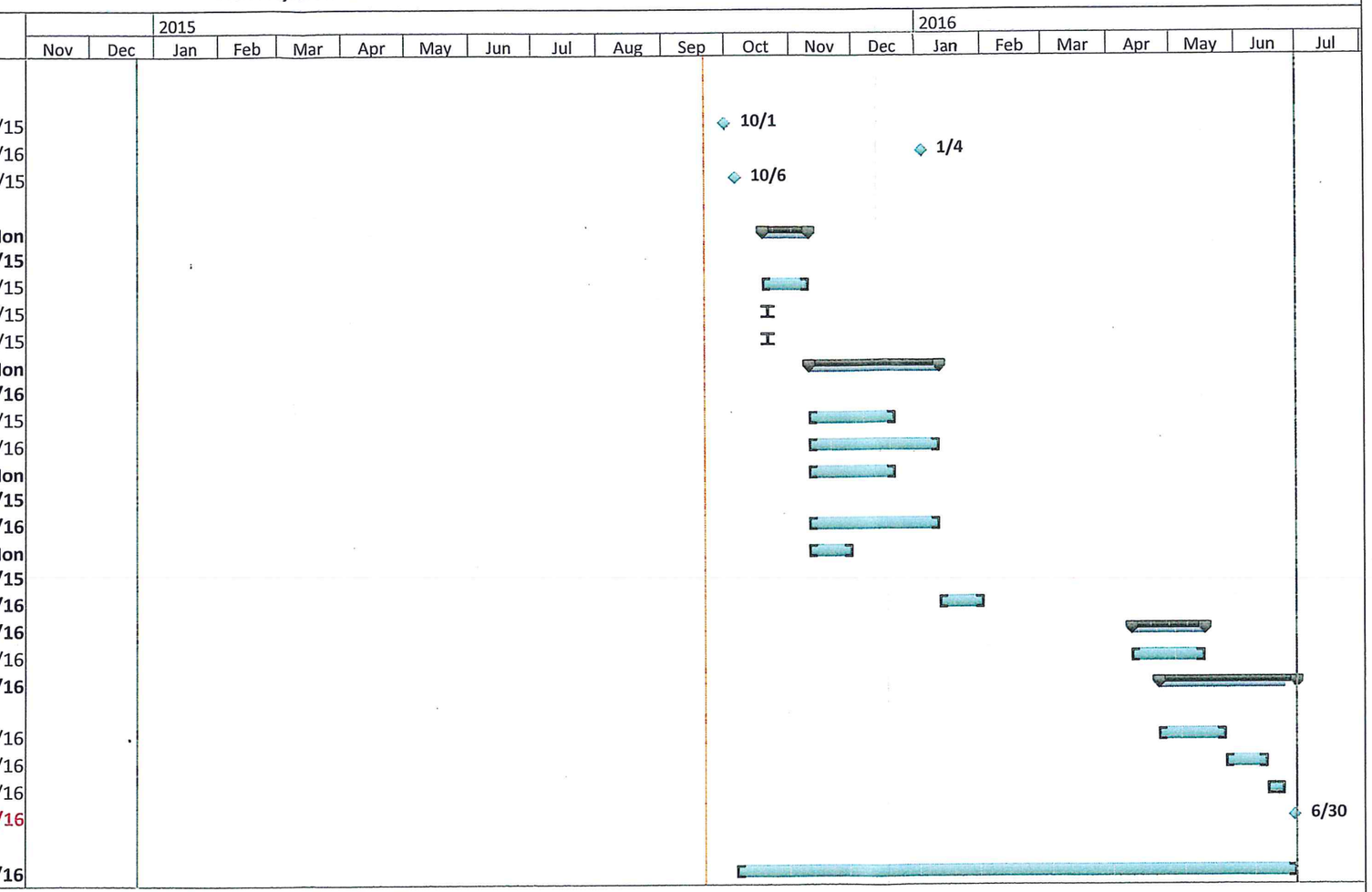
Proposal/Job Number: _____ Date: 9/29/2015

January 1, 2014 Rates Classification:	Eng-Sci-8	Eng-Sci-6	Eng-Sci-4	Eng-Sci-1	Aide	Total	KJ Labor	KJ Comm. Charges	KJ ODCs	KJ ODCs Markup	Total Labor	Total Expenses	Total Labor + Subs + Expenses
Hourly Rate:	$235	$200	$165	$100	$65	Hours	Fees	0%	Fees	5%			Fees
Scope Tasks													
Task 1 - Collect and Review Background Information		12		60		72	$8,400	$0	$100	$5	$8,400	$105	$8,505
Task 2 - Update Service Area and Demand Characteristics	2	8	6	20		36	$5,060	$0		$0	$5,060	$0	$5,060
Task 3 - Update Water Resources and Supply Outlook	2	4	6	30		42	$5,260	$0		$0	$5,260	$0	$5,260
Task 4 - Evaluate Water Recycling	1	8	12	24		45	$6,215	$0		$0	$6,215	$0	$6,215
Task 5 - Review Water Shortage Contingency Plan	1	8		12		21	$3,035	$0		$0	$3,035	$0	$3,035
Task 6 - Report Water DMM Implementation		16		20		36	$5,200	$0		$0	$5,200	$0	$5,200
Task 7 - Prepare Draft and Final Plans	8	22		62	12	104	$13,260	$0	$100	$5	$13,260	$105	$13,365
Task 8 - Attend Meetings and Public Hearing	8	12				20	$4,280	$0	$100	$5	$4,280	$105	$4,385
Task 9 - Project Management	2	60			12	74	$13,250	$0	$100	$5	$13,250	$105	$13,355
						0	$0	$0		$0	$0	$0	$0
Subtotal	24	150	24	228	24	450	$63,960	$0	$400	$20	$63,960	$420	$64,380
Optional Scope Tasks													
Demand Management Measures Narrative						0	$5,000			$0	$5,000	$0	$5,000
Climate Change Analysis						0	$0			$0	$0	$0	$0
Embedded Energy Calculations						0	$25,000			$0	$25,000	$0	$25,000
Estimate Future Water Savings from Codes, Standards, etc.						0	$5,000			$0	$5,000	$0	$5,000

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PWD 2015 UWMP Update
Draft Project Schedule

ID	Task Name	Duration	Start	Finish
1	**2015 PWD UWMP Update Schedule**			
2				
3	FINAL UWMP GUIDEBOOK	0 days	Thu 10/1/15	Thu 10/1/15
4	UWMP STANDARDIZED TABLES	0 days	Mon 1/4/16	Mon 1/4/16
5	NOTICE TO PROCEED	0 days	Tue 10/6/15	Tue 10/6/15
6				
7	**Task 1 - Collect and Review Background Information**	**16 days**	**Mon 10/19/15**	**Mon 11/9/15**
8	Request for Information	16 days	Mon 10/19/15	Mon 11/9/15
9	Kickoff Meeting	1 day	Wed 10/21/15	Wed 10/21/15
10	Draft Notices for UWMP Update	1 day	Wed 10/21/15	Wed 10/21/15
11	**Task 2 - Update Service Area and Demand Characteristics**	**45 days**	**Tue 11/10/15**	**Mon 1/11/16**
12	Water Demand Projections	30 days	Tue 11/10/15	Mon 12/21/15
13	Update SBx7-7 Targets	45 days	Tue 11/10/15	Mon 1/11/16
14	**Task 3 - Update Water Resources Supply Outlook**	**30 days**	**Tue 11/10/15**	**Mon 12/21/15**
15	**Task 4 - Evaluate Water Recycling**	**45 days**	**Tue 11/10/15**	**Mon 1/11/16**
16	**Task 5 - Review Water Shortage Contingency Plan**	**15 days**	**Tue 11/10/15**	**Mon 11/30/15**
17	**Task 6 - Report Water DMMs Implementation**	**15 days**	**Tue 1/12/16**	**Mon 2/1/16**
18	**Task 7 - Prepare Draft 2015 UWMP**	**25 days**	**Tue 4/12/16**	**Mon 5/16/16**
19	Draft UWMP	25 days	Tue 4/12/16	Mon 5/16/16
20	**Task 8 - Plan, Administer, and Attend Public Hearings and Workshops**	**49 days**	**Mon 4/25/16**	**Thu 6/30/16**
21	Public Review of Draft UWMP	24 days	Mon 4/25/16	Thu 5/26/16
22	District Adoption Hearing	15 days	Fri 5/27/16	Thu 6/16/16
23	Final UWMP	6 days	Fri 6/17/16	Fri 6/24/16
24	2015 UWMPS Due to DWR	0 days	Thu 6/30/16	Thu 6/30/16
25				
26	**Task 9 - Project Management**	**193 days**	**Tue 10/6/15**	**Thu 6/30/16**



Project: 2015 PWD UWMP Updat
Date: Mon 9/21/15

Task	Project Summary	Inactive Milestone	Manual Summary Rollup	Deadline
Split	External Tasks	Inactive Summary	Manual Summary	Progress
Milestone	External Milestone	Manual Task	Start-only	
Summary	Inactive Task	Duration-only	Finish-only	

PROFESSIONAL SERVICES AGREEMENT BETWEEN PALMDALE WATER DISTRICT & KENNEDY/JENKS CONSULTING
(2015 Urban Water Management Plan Update)

This PROFESSIONAL SERVICES AGREEMENT (hereinafter referred to as "Agreement") is made and entered into this __th day of October, 2015, by and between the PALMDALE WATER DISTRICT, a public corporation organized and existing under the provisions of the California Water Code ("District") and KENNEDY/JENKS CONSULTING, a California corporation ("Consultant"). District and Consultant are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties").

RECITALS

Whereas, Section 10610 et seq. of the California Water Code ("Water Code") requires the preparation of an Urban Water Management Plan and periodic updates.

Whereas, Assembly Bill 2067 requires the 2015 Urban Water Management Plan updates to be adopted and submitted to the Department of Water Resources by July 1, 2016.

Whereas, Consultant has demonstrated experience and training in preparing Urban Water Management Plans and is qualified to provide the professional services required by District.

Whereas, District and Consultant desire to enter into a contract for the preparation of the 2015 Urban Water Management Plan Update 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, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. SERVICES OF CONTRACTOR

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Consultant shall provide those services specified in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which services may be referred to herein as the "services" or "work" hereunder. As a material inducement to the District entering into this Agreement, Consultant represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Consultant shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Consultant covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials shall be of good quality, fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional standards" shall mean those

standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Consultant's Proposal.

The Scope of Service shall include the Consultant's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Consultant shall keep itself informed concerning, and shall render all services hereunder in accordance with all ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 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 this Agreement. Consultant shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless District, its officers, employees or agents of District, against any such fees, assessments, taxes penalties or interest levied, assessed or imposed against District hereunder.

1.5 Familiarity with Work.

By executing this Agreement, Consultant warrants that Consultant (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Consultant warrants that Consultant has or shall investigate the site and is or shall be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Consultant discover any latent or unknown conditions, which shall materially affect the performance of the services hereunder, Consultant shall immediately inform the District of such fact and shall not proceed except at District's risk until written instructions are received from the Contract Officer.

1.6 Care of Work.

The Consultant shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by District, except such losses or damages as may be caused by District's own negligence.

1.7 Further Responsibilities of Parties.

Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.8 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 costs 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 or $25,000, whichever is less; or in the time to perform of up to one hundred eighty (180) days may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively must be approved by the Board of Directors. It is expressly understood by Consultant that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Consultant hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Consultant anticipates and that Consultant shall not be entitled to additional compensation therefor. District may in its sole and absolute discretion have similar work done by other contractors. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.9 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.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, District agrees to pay Consultant the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed **Sixty Four Thousand Three Hundred Eighty Dollars ($64,380.00)** (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.8.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less

contract retention; (iii) payment for time and materials based upon the Consultant's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Consultant at all project meetings reasonably deemed necessary by the District. Coordination of the performance of the work with District is a critical component of the services. If Consultant is required to attend additional meetings to facilitate such coordination, Consultant shall not be entitled to any additional compensation for attending said meetings.

2.4 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 sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Consultant shall not invoice District for any duplicate services performed by more than one person.

District may 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, or as provided in Section 7.3. District shall 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 shall 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 District for any invoice provided by the Consultant shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Consultant for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Consultant.

ARTICLE 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 one hundred eighty (180) 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) years from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D").

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Consultant.

The following principals of Consultant (Principals) are hereby designated as being the principals and representatives of Consultant authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

David Ferguson	Principal
(Name)	(Title)
Sridhar Sadasivan	Principal and Operation Manager
(Name)	(Title)

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for District to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the services hereunder. All personnel of Consultant, and any authorized agents, shall at all times be under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Consultant without the express written approval of District. Additionally, 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, if any, assigned to perform the services required under this Agreement. Consultant shall notify District of any changes in Consultant's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Consultant.

Consultant shall have no authority to bind District in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against District, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by District. Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's officers, employees, or agents are in any manner officials, officers, employees or agents of District. Neither Consultant, nor any of Consultant's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to District's employees. Consultant expressly waives any claim Consultant may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be such person as may be designated by the General Manager. It shall be the Consultant's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Consultant shall refer any decisions which must be made by District to the Contract Officer. Unless otherwise specified herein, any approval of District required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the District Manager, to sign all documents on behalf of the District required hereunder to carry out the terms of this Agreement.

4.4 Consultant is an Independent Contractor.

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 herein. District shall have no voice in the selection, discharge, supervision or control of Consultant's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Consultant shall perform all services required herein as an independent contractor of District and shall remain at all times as to District a wholly independent contractor 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. District shall not in any way or for any purpose

become or be deemed to be a partner of Consultant in its business or otherwise or a joint venturer or a member of any joint enterprise with Consultant.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Consultant, its principals and employees were a substantial inducement for the District to enter into this Agreement. Therefore, Consultant shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the District. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of District. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Consultant or any surety of Consultant of any liability hereunder without the express consent of District.

ARTICLE 5. INSURANCE, INDEMNIFICATION AND BONDS

5.1 Insurance Coverages.

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, then 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 shall 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 $1,000,000. Said policy shall include coverage for owned, non-owned, leased and hired cars.

(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) Subcontractors. Consultant shall include all sub-consultants as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for sub-consultants shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements.

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 shall 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. Moreover, 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 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 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.

All certificates shall name the District as additional insured (providing the appropriate endorsement) and shall conform to the following "cancellation" notice:

CANCELLATION:

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATED THEREOF, THE ISSUING COMPANY SHALL MAIL THIRTY (30)-DAY ADVANCE WRITTEN NOTICE TO CERTIFICATE HOLDER NAMED HEREIN.

[to be initialed] _____
Consultant Initials

District, its respective elected and appointed officers, directors, officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of activities Consultant performs; products and completed operations of Consultant; premises

owned, occupied or used by Consultant; or automobiles owned, leased, hired or borrowed by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to District, and their respective elected and appointed officers, officials, employees or volunteers. Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

Any deductibles or self-insured retentions must be declared to and approved by District. At the option of District, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects District or its respective elected or appointed officers, officials, employees and volunteers or the Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims. The Consultant agrees that the requirement to provide insurance shall not be construed as limiting in any way the extent to which the Consultant may be held responsible for the payment of damages to any persons or property resulting from the Consultant's activities or the activities of any person or persons for which the Consultant is otherwise responsible nor shall it limit the Consultant's indemnification liabilities as provided in Section 5.3.

In the event the Consultant subcontracts any portion of the work in compliance with Section 4.5 of this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain pursuant to Section 5.1, and such certificates and endorsements shall be provided to District.

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 shall 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, or invitees, or any individual or entity for which Consultant is legally liable ("indemnors"), or arising from Consultant's reckless or willful misconduct, or arising from Consultant's or indemnors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Consultant shall defend any action or actions filed in connection with any of said claims or liabilities and shall pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Consultant shall promptly pay any judgment rendered against the District, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Consultant hereunder; and Consultant agrees to save and hold the District, its officers, agents, and employees harmless therefrom;

(c) In the event the District, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Consultant for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Consultant hereunder, Consultant agrees to pay to the District, its officers, agents or employees, any and all costs and expenses incurred by the District, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

Consultant shall incorporate similar, indemnity agreements with its subcontractors and if it fails to do so Consultant shall be fully responsible to indemnify District hereunder therefore, and failure of District to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Consultant in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of District's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from District's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Consultant and shall survive termination of this Agreement.

5.4 Sufficiency of Insurer or Surety.

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 Risk Manager of the District ("Risk Manager") due to unique circumstances. If this Agreement continues for more than 3 years duration, or in the event the risk manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the District, the Consultant agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the Risk Manager.

ARTICLE 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. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. 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. Such records shall be maintained for a period of 3 years following completion of the services hereunder, and the District shall have access to such records in the event any audit is required. In the event of dissolution of Consultant's business,

custody of the books and records may be given to District, and access shall be provided by Consultant's successor in interest.

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 as the Contract Officer shall require. Consultant hereby acknowledges that the District is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Consultant agrees that if Consultant becomes aware of any facts, circumstances, techniques, or events that may or shall materially increase or decrease the cost of the work or services contemplated herein or, if Consultant is providing design services, the cost of the project being designed, Consultant shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Consultant is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials") prepared by Consultant, its employees, subcontractors and agents in the performance of this Agreement shall be the property of District and shall be delivered to 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 District of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Consultant shall be at the District's sole risk and without liability to Consultant, and Consultant's guarantee and warranties shall not extend to such use, reuse or assignment. Consultant may retain copies of such documents for its own use. Consultant shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to District of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify District for all damages resulting therefrom.

6.4 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 District without prior written authorization from the Contract Officer.

(b) Consultant, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the District Attorney, 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 District notice of such court order or subpoena.

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

(d) Consultant shall promptly notify District should Consultant, its officers, employees, agents or subcontractors 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 there under. 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 District and to provide District with the opportunity to review any response to discovery requests provided by Consultant. However, this right to review any such response does not imply or mean the right by District to control, direct, or rewrite said response.

ARTICLE 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, or any other appropriate court in such county, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in Los Angeles.

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, though not reduced, 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. In the alternative, the District may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Consultant does not cure the default, the District may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the District to give notice of the Consultant's default shall not be deemed to result in a waiver of the District's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Consultant hereby authorizes District to deduct from any amount payable to Consultant (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate District for any losses, costs, liabilities, or damages suffered by District, and (ii) all amounts for which District may be liable to third parties, by reason of Consultant's acts or omissions in performing or failing to perform

Consultant's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Consultant, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, District may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of District to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Consultant to insure, indemnify, and protect District as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by District of any work or services by Consultant shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. 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.

7.5 Rights and Remedies are Cumulative.

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.

7.6 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 a legal action under this Agreement.

7.7 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, except as provided in Section 7.3. 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. 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.

7.8 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.

7.9 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 may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. DISTRICT OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 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.

8.2 Conflict of Interest.

Consultant covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of District or which would in any way hinder Consultant's performance of services under this Agreement. Consultant further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Consultant agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of District in the performance of this Agreement.

No officer or employee of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which effects his financial interest or the financial interest of any corporation, partnership or association in which he is, directly or indirectly, interested, in violation of any State statute or regulation. The Consultant warrants that it has not paid or given and shall not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 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, or ancestry in the performance of this Agreement. Consultant shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin, or ancestry.

8.4 Unauthorized Aliens.

Consultant hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, et seq., as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Consultant so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should the any liability or sanctions be imposed against District for such use of unauthorized aliens, Consultant hereby agrees to and shall reimburse District for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorneys' fees, incurred by District.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

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's General Manager and to the attention of the Contract Officer, Palmdale Water District, 2029 E. Avenue Q Street, Palmdale, California 93550 and in the case of the Consultant, to the person 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.

9.2 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.

9.3 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.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. 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. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Consultant and by the District Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in 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 phrases, sentences, clauses, paragraphs, or sections 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.

9.6 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 shall 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 the payment of money, consideration, or other thing of value shall render this Agreement void and of no force or effect.

Consultant's Authorized Initials _____

9.7 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 FOLLOWING PAGE]

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

DISTRICT:

PALMDALE WATER DISTRICT

_____

Dennis D. LaMoreaux, General Manager

APPROVED AS TO FORM:

ALESHIRE & WYNDER, LLP

_____

Eric Dunn, General Counsel

CONTRACTOR:

Kennedy/Jenks Consulting, a California corporation

By:_____

David Ferguson, Principal

By:_____

Sridhar Sadasivan, Principal and Operations Manager

Address: 300 N. Lake Avenue, Suite 1020
Pasadena, CA 91101
(626) 568-4302

Two signatures are required if a corporation.

NOTE: CONTRACTOR'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 CONTRACTOR'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 _____, 2015 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_____

_____

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

_____
_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
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 _____, 2015 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_____

_____

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

_____
_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT "A"

SCOPE OF SERVICES

I. Consultant shall perform the following Services:

Task 1- Collect and Review Background Information

Consultant shall review background information collected for the District's service area, water supply and demand, and water policies. The objective of this task is to gather available data necessary to prepare the 2015 UWMP update. Information to be collected and reviewed includes the following:

- Current and proposed land uses within the District service area
- Population estimates and projections (retail water suppliers) Note: that DWR plans to include in the 2015 UWMP Guidebook a revised methodology for determining population, inclusive of consideration of transient populations and vacation communities. (the UWMP Planning Act requires a 20-year planning horizon; Kennedy/Jenks recommends 25 years, which in this case would be 2040)
- Historical, current, and projected (to the year 2035) water consumption by user sector, including recycled water consumption, if applicable (the UWMP Planning Act requires a 20-year planning horizon; Kennedy/Jenks recommends 25 years, which in this case would be 2040)
- Current seasonal water consumption by user sector
- Water sources, including reliability, with specific information required for groundwater supplies
- Water quality issues, including known contaminants
- Saline intrusion
- Current water rate structure
- Water demand management programs over the last five years (note that significant legislation amending Section 10631 of the UWMP Act takes effect 1 January 2015)
- Conservation and No-Waste ordinances currently or previously adopted by the District
- Water shortage contingency plans
- Planned modifications to the District's water system and available supply (such as addition of new wells and/or water treatment facilities)

- Progress towards meeting SBX7-7 legislative goals (20x2020 reductions in per capita water use in gallons per capita per day, GPCD) (retail water suppliers). Note: if "significant changes" in population and/or or water demands have occurred since the baseline GPCD calculations were prepared for the 2010 UWMP, a retailer may revise its 2020 GPCD target. DWR will develop guidance regarding the criteria for such a revision.

- ·Distribution system water losses, utilizing AWWA protocols (retail water suppliers)

Consultant assumes the above information is readily available from District staff, and will provide District staff with a Data Collection Form to assist them in collection of the data. Additional effort required by Consultant to collect data for this task, including information for GPCD target calculation adjustment and distribution system water losses, will require additional scope and budget.

Task 2- Update Service Area and Demand Characteristics

Consultant shall update the existing description of the District's service area to satisfy the requirements of the Urban Water Management Planning Act and subsequent amendments. Land use, population and water consumption estimates and projections will be updated based on information provided by the District, City of Palmdale, or County of Los Angeles. Population and water demand projections will be presented in 5-year increments for a 25-year period, through 2040.

Recent legislation provides that "if available and applicable" to the District, water use projections may display and account for the water savings estimated to result from adopted codes, standards, ordinances, or transportation and land use plans identified by the urban water supplier, as applicable to the service area. If such information is reported, the assessment will provide citations of the various codes, standards, ordinances, or transportation and land use plans utilized in making the projections. The Plan will indicate the extent that the water use projections consider savings from codes, standards, ordinances, or transportation and land use plans. Water use projections that do not account for these water savings shall be noted of that fact in the 2015 UWMP.

Per the enacted legislation this analysis is voluntary. DWR will develop guidance on this legislative amendment, to be incorporated in the 2015 UWMP Guidebook. (See Optional Task 4).

Task 3- Update Water Resources and Supply Outlook

Consultant shall update the existing description of District water sources, including local water supplies, imported water supplies, potential for exchanges or transfers, and other potential water supplies. Consultant shall update the description of water quality, including any known contamination that may impact water resources. Consultant shall evaluate the adequacy of the existing supply to meet the projected water demands as well as assess the frequency and magnitude of supply deficiencies. Based on recent legislation, included in the analysis for the

2015 UWMP will be the reporting of distribution system water loss for the most recent 12-month period available. (For all subsequent UWMP updates, the distribution system water loss shall be quantified for each of the five years preceding the plan update.)

The supply reliability analysis will include the average water year, single dry water year, and multiple dry water years (the UWMP Planning Act requires a 20-year planning horizon; Kennedy/Jenks recommends 25 years, which in this case would be 2040). In the case of the District, data and information from the 2015 DWR Delivery Capability Report will be utilized for the reliability analysis.

Consultant shall also include the specific information required by Section 10631 (b) regarding groundwater supplies. Note: significant legislation regarding groundwater management was enacted in 2014 (Senate Bills 1168 and1319 and Assembly Bill 1739). Consultant assumes information about groundwater supplies relevant to the District is readily available from District staff, and will provide District staff with a Data Collection Form to assist them in collection of the data. Additional effort required by Consultant to collect data for this task will require additional budget.

In its guidance, DWR encourages UWMPs to consider the impacts of climate change, and suggests that a means of doing so is to append the Climate Change Vulnerability Assessment from the local Integrated Regional Water Management Plan. Consultant recommends utilizing this approach in the District's 2015 UWMP update (also see Optional Task 2).

Task 4- Evaluate Water Recycling

Consultant shall describe the availability of recycled water and its potential for use as a water source by the District. This will include analysis of the District's current and future recycled water plans. Consultant assumes information about recycled water supplies relevant to the District's service area is readily available from the District, and will provide District staff with a Data Collection Form to assist them in collection of the data.

It is assumed that District will provide to Consultant any and all existing information about the availability of recycled water so that the DWR UWMP checklist requirements can be met. If research by Consultant of such information is necessary, additional scope and budget will be required.

Task 5- Review Water Shortage Contingency Plan

As a result of Governor Brown's January 2014 drought proclamation and April 2014 emergency declaration, urban water suppliers were called upon to implement their local water shortage contingency plans. Consultant shall review the District's existing water shortage contingency plan to determine compliance with provisions identified in the Water Code. Consultant shall provide the District with applicable revisions to the existing Water Shortage Contingency Plan so that it can be implemented according to the drought and emergency proclamations. The plan shall include the following elements.

1. Description of plan coordination with local and regional suppliers.

2. Highest historic total annual water demand and predicted highest water demand at the end of 12, 24, and 36 months.

3. Estimate of worst-case water supply at the end of 12, 24, and 36 months.

4. Description of stages of rationing and associated triggers.

5. Description of mandatory prohibitions and consumption limits.

6. Description of adopted penalties and charges for excessive use.

7. Revenue and expenditure analysis (includes evaluation of impacts and proposed measures to overcome the impacts, such as the development of reserves and rate adjustments.)

8. Implementation resolution or ordinance.

9. Description of monitoring mechanisms.

10. Description of public noticing and plan adoption.

The water shortage contingency plan must be adopted and incorporated into District municipal code. DWR will make status of these updates publicly available.

The Water Shortage Contingency Plan may be updated and adopted as part of the 2015 UWMP, or it may be updated and adopted separately and provided as an appendix to the UWMP.

Task 6- Report Water Demand Management Measures Implementation

The Governor's April 2014 emergency declaration requires that all state agencies that distribute funding for projects that impact water resources, including groundwater resources, will require recipients of future financial assistance to have appropriate conservation and efficiency programs in place.

Recent UWMP legislation significantly revises the demand management measures (DMM) reporting requirements.

1. Since the District is a member of the California Urban Water Conservation Council (CUWCC) it may continue to submit its annual reports as required by Section 6.2 of the Memorandum of Understanding Regarding Urban Water Conservation in California in order to comply with this section of the UWMP Act. District staff will provide Consultant with the appropriate CUWCC annual reports (2013-14), to be appended to the 2015 UWMP in compliance with this part.

2. The new legislation allows a narrative description, comporting with the guidance provided in the DWR 2015 UWMP Guidebook, of specific Foundational DMMs, and

including those DMMs the retailer plans to implement to achieve its SBX7-7 water use target. (Optional Task 1).

Task 7- Prepare Draft and Final Plans

Consultant shall document the findings in a Draft UWMP Update for the District. An electronic version of the draft 2015 UWMP will be submitted to the District for review. Consultant will incorporate District staff comments on the electronic draft and submit three (3) hard copies of the Final Plan Update to the District. Consultant will also provide the District with the final UWMP on compact disk (CD). Additional deliverables and copies may require a budget augmentation.

It should be noted that recent legislation requires electronic UWMP submittal to DWR via email and CD in PDF format. DWR will no longer accept hard copies of UWMPs.

New legislation also requires 2015 UWMPs to be provided to DWR via an online database on preexisting standardized forms, to be made available by DWR during 2016.

Consultant will assist District staff in the preparation of and uploading of the online submittal. If the District wishes Consultant to prepare the online submittal forms in the course of preparing the 2015 UWMP and upload the submittal to DWR, additional scope and budget will be required. Since the forms and online system are not yet developed by DWR, at this time an estimate cannot be made as to cost impact.

Task 8- Attend Public Hearing

Consultant shall attend the required public hearing and support District staff providing conclusions and recommendations of the plan. Attendance at additional hearings or meetings will require additional budget.

Task 9- Project Management

Consultant's project manager shall assure that proper resources and staff are dedicated to this project to assure a timely completion of the 2015 UWMP Update. Consultant's Project Manager shall also implement and enforce internal Quality Assurance and Quality Control programs. Consultant anticipates a minimum of bi-weekly communication with the District's Project Manager.

II. Optional Tasks

The following tasks are optional, and may be requested by the District as allowed by Section 1.8 Additional Services.

Optional Task 1: Demand Management Measures Narrative

Consultant shall develop a narrative description, comporting with the guidance provided in the DWR 2015 UWMP Guidebook, of each of the following DMMs, and including those DMMs the District plans to implement to achieve its SBX7-7 water use target:

1) Implementation of the Foundational DMMs implemented over the last five years, which include:

   a) Water waste prevention ordinances

   b) Metering

   c) Conservation pricing

   d) Public education and outreach

   e) Programs to assess and manage distribution system real loss

   f) Water conservation program coordination and staffing support

2) A description of other DMMs implemented in the previous five years that have a significant effect on water use as measured in gallons per capita per day, including innovative measures if implemented.

Based on the District's previous UWMP and discussions with District personnel, Consultant shall summarize the water demand management goals, programs implemented to date, overall progress and effectiveness of the current program. This narrative section will also describe future programs anticipated by Agency staff.

Estimated budget: $5,000.

Optional Task 2- Climate Change Analysis

In its guidance, DWR encourages UWMPs to consider the impacts of climate change, using as guidance the DWR Climate Change Guidance ("Climate Change Handbook for Regional Water Planning," December 2011). DWR is also encouraging inclusion of an Integrated Regional Water Management Plan (IRWMP) Vulnerability Assessment to meet this guidance.

Kennedy/Jenks Consultants proposes to use the Vulnerability Assessment created for the 2013 Antelope Valley IRWMP Update and include it in the 2015 UWMP. In addition, since the DWR SWP Delivery Capability Report contains climate change scenarios, the language developed for all SWP contractors also will be included in the UWMP for this purpose.

Estimated budget: no charge.

Optional Task 3- Embedded Energy Calculations

Recent UWMP legislation allows agencies to voluntarily calculate the embedded energy of water supplies, in various categories, for inclusion in the 2015 UWMP. DWR is in the process of developing a methodology for calculating the embedded energy of water supplies. If the District wishes to include this analysis in the 2015 UWMP, Consultant can undertake these calculations, which comport with the current Draft DWR Methodology, as follows.

This effort will create a high-level energy and baseline and forecast for the District's entire system. Energy is defined as electricity (purchased and generated) and natural gas.

Estimated Budget: $25,000

Subtask 1- Data Collection

Kennedy/Jenks will submit to the District a detailed request for information (RFI) that asks the District for a list of all its major facilities. Once received and reviewed Kennedy/Jenks will submit an RFI for the monthly (or if not monthly, then yearly) energy use and cost by major facility to the extent information is available. The District will supply the information in Excel spreadsheet format. Kennedy/Jenks will customize and modify its existing Excel Baseline & Forecast spreadsheet tools to be able to account for all of the District's major equipment/facilities and energy types. The Excel spreadsheet tools will be user friendly, with assumptions clearly identified and capable of being modified by the user.

- Deliverable: Kennedy/Jenks RFI.

- District Responsibilities: Provide all data requested by Kennedy/Jenks in the format requested.

Subtask 2- Develop Baselines and Forecasts

After consultation with the District, Kennedy/Jenks will determine the rates of growth for major facilities (if available), and rates of cost escalation for energy types. Kennedy/Jenks will create forecasts of energy use and cost over the next 20 years.

Subtask 3- Draft Technical Memorandum

Kennedy/Jenks will prepare Draft Technical Memorandum for the Energy Baseline and Forecast incorporating the information compiled and analyzed in Subtasks 1 and 2. Kennedy/Jenks will submit an electronic copy by email to the District's Project Manager. The District will have up to three (3) weeks to review and submit to Kennedy/Jenks one consolidated set of comments in redline format.

- Deliverables: Draft Technical Memorandum — Energy Baseline and Forecast.

- District Responsibilities: Review Draft Technical Memorandum and provide one set of consolidated set of comments to Kennedy/Jenks in redline format.

Subtask 4- Final Technical Memorandum

After receiving the comments, Kennedy/Jenks will hold a conference call with District staff to discuss and address any concerns that staff may have. Kennedy/Jenks will then incorporate District comments and issue one electronic copy of Final Technical Memorandum and a final spreadsheet model to the District.

- Deliverables: Final Technical Memorandum on Energy Baseline, and Forecast and Energy Baseline & Forecast spreadsheet.

- Meetings: Review of Draft Technical Memorandum (via conference call).

Subtask 5- Project Management

Task 5 will include project management work during Task 1 to ensure fulfillment of the project scope of services within budget and on schedule, including: Project Management, Project Management Meetings, Budget and Schedule Control and Invoices.

Optional Task 4- Estimating Future Water Savings from Codes, Standards, Ordinances or Transportation and Land Use Plans

Recent legislation allows agencies to voluntarily calculate future water savings; demand projections may display and account for the water savings estimated to result from adopted codes, standards, ordinances, or transportation and land use plans identified by the urban water supplier, as applicable to the service area. If undertaken, a UWMP will indicate the extent that the water use projections consider savings from codes, standards, ordinances, or transportation and land use plans. If not undertaken, the UWMP must indicate as such.

DWR is in the process of developing a methodology for estimating these future water savings. If the District wishes to include this analysis in its 2015 UWMP, Consultant will utilize DWR's methodology, which in draft form appears to give significant flexibility to UWMP preparers in terms of data sources and assumptions, based on local service area characteristics. At this time it is not possible to estimate the cost of this additional scope since the final methodology is not available. However, because Kennedy/Jenks is familiar with local land use data sources, as well as statewide water conservation policies and practice, it is assumed that the additional budget to perform this task would not be significant.

Estimated budget: $5,000.

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

EXHIBIT "B"

SPECIAL REQUIREMENTS
(Superseding Contract Boilerplate)

None

EXHIBIT "C"

SCHEDULE OF COMPENSATION

I. Consultant shall perform the following tasks at the following rates:

See Exhibit "C-1 Schedule of Compensation" attached hereto.

II. A retention of ten percent (10%) shall be held from each payment as a contract retention to be paid as part of the final payment upon satisfactory completion of services.

III. Within the budgeted amounts for each Task, and with the approval of the Contract Officer, funds may be shifted from one Task subbudget to another so long as the Contract Sum is not exceeded per Section 2.1, unless Additional Services are approved per Section 1.10.

IV. The District shall compensate Consultant for the Services performed upon submission of a valid invoice. Each invoice is to include:

A. Line items for all personnel describing the work performed, the number of hours worked, and the hourly rate.

B. Line items for all materials and equipment properly charged to the Services.

C. Line items for all other approved reimbursable expenses claimed, with supporting documentation.

D. Line items for all approved subcontractor labor, supplies, equipment, materials, and travel properly charged to the Services.

V. The total compensation for the Services shall not exceed the total amount provided in Section 2.1 of this Agreement.

VI. The Consultant's billing rates for all personnel are attached as Exhibit C-1.

EXHIBIT "D"

SCHEDULE OF PERFORMANCE

I. Consultant shall perform all Services timely in accordance with the schedule to be developed by Consultant and subject to the written approval of the Contract Officer.

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

See Exhibit "B-1" attached hereto.[CMB1][PKTJ2]

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: November 3, 2015 **November 9, 2015**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.5 – CONSIDERATION AND POSSIBLE ACTION ON CANCELLING DECEMBER 23, 2015 BOARD MEETING DUE TO OFFICE CLOSURE.***

The second regular Board meeting in December is scheduled for December 23. The District will be closed beginning December 21 through December 25 as a cost saving measure; however, a skeleton crew will be available during this time to respond to emergencies and to process payments.

MINUTES OF SPECIAL MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, OCTOBER 19, 2015:

A special meeting of the Finance Committee of the Palmdale Water District was held Monday, October 19, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order at 10:38 a.m.

1) Roll Call.

Attendance:
Finance Committee:
Gloria Dizmang, Chair
Vincent Dino, Committee Member

Others Present:
Dennis LaMoreaux, General Manager
Matt Knudson, Assistant General Manager
Mike Williams, Finance Manager
Mike McNutt, PIO/Conservation Director
Dennis Hoffmeyer, Accounting Supervisor
Bob Egan, Financial Advisor
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held October 7, 2015.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the Finance Committee meeting held October 7, 2015, as written.

4.2) Discussion and Review of 2016 Budget. (Finance Manager Williams)

Chair Dizmang requested clarification on several 2016 Budget items including the $1,600.00 cap on health benefits, the amount of the cost of living and merit increases,

which are not included in the draft Budget, and current employee contributions towards CalPERS.

Finance Manager Williams then stated that the reserve level is important with a projected 2015 year-end balance of approximately $9.8 million; that the proposed 2016 Budget maintains a year-end balance of this same amount and maintains the Debt Service Coverage of at least 1.1; that the 2015 Budget is based on 18,000 acre feet of water sales but projections are at 14,700 acre feet; that the 2016 Budget is based on 16,500 acre feet of water sales; that drought conditions are creating many unknowns regarding reductions in water sales; and that because of these factors, staff recommends a 5.5% water rate increase be adopted with the 2016 Budget to maintain reserves and meet the Debt Service Coverage with an absolute minimum water rate increase of 5.0% followed by discussion of staff's calculations and projections for the 2016 Budget.

Financial Advisor Egan then stressed the importance of maintaining the District's Fitch bond rating followed by a review of the basis for the Fitch rating, the negative effect on the District's rating if a budget is adopted that does not meet the Debt Service Coverage, the amount of average water bills, projections from the Water Rate Study to meet reserve levels, proposed 2016 departmental expenditures, and 2015 departmental expenditures.

Chair Dizmang then recommended the Board's budget be reduced as a step to reduce expenditures followed by discussion of increasing employee contributions towards CalPERS, a 3.5% water rate increase, continuing departmental reductions, and the Drought Surcharge Fee after which it was discussed that calculations for a 1% additional employee contribution towards CalPERS, year-end cash with a 3.5% water rate increase, the effect of a 3.5% water rate increase on the Debt Service Coverage, reductions to proposed 2016 expenses, and an update of rate comparisons with other agencies be presented at the Board Budget Workshop.

It was then determined that the next Finance Committee meeting be held November 4, 2015 at 10:30 a.m., that the Board Budget Workshop be conducted on November 9, 2015 as the last item of the November 9, 2015 Regular Board Meeting; and that a public Budget Workshop be held November 16, 2015.

5) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

6) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 11:55 a.m.



Chair

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	November 3, 2015	**November 9, 2015**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	***AGENDA ITEM NO. 8.2.a – WRITTEN REPORT ON CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF SEPTEMBER, 2015.***	

Attached is the Investment Funds Report and current cash balance as of September 30, 2015.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT

				September 30, 2015				
							September-15	August-15
	DESCR							
CASH								
0-0103	Citizens/US Bank - Checking						44,095.12	337,497.49
0-0104	Citizens- Merchant						163,934.31	94,520.04
						Bank cash	208,029.43	432,017.53
0-0119	PETTY CASH						300.00	300.00
0-0120	CASH ON HAND						5,400.00	5,400.00
	TOTAL CASH						213,729.43	437,717.53
INVESTMENTS								
0-0110	UBS ACCOUNT SS 11469 GG							
	UBS RMA Government Portfolio						1,527,505.04	3,623,252.46
	UBS Bank USA Dep acct						250,000.00	250,000.00
			Accrued interest				4,876.07	3,749.79
							1,782,381.11	3,877,002.25
			CD'S	Due	Rate	Face Value		
		1	Everbank	01/15/16	0.50	240,000	240,148.80	240,163.20
		2	Horizon Financial	01/15/16	0.30	240,000	240,016.80	239,985.60
		3	Hardin county	01/20/16	0.35	240,000	240,045.60	240,026.40
		4	Level One bank	01/21/16	0.35	40,000	40,007.60	40,004.40
		5	Firsy Merit	01/22/16	0.45	240,000	240,115.20	240,117.60
		6	Safra National	08/16/16	0.60	240,000	240,170.40	240,076.80
		7	First Bank PR	11/7/2016	0.8	240,000	240,225.60	240,103.20
		8	Compass bank	2/7/2017	0.95	240,000	240,240.00	240,088.80
		9	Discover Bank	5/2/2017	1.75	240,000	242,608.80	242,556.00
		10	Capitol One	8/14/2017	1.2	240,000	240,292.80	240,079.20
		11						
						2,200,000	2,203,871.60	2,203,201.20
						Total acct	3,986,252.71	6,080,203.45
0-1110	UBS ACCOUNT SS 11475 GG							
	UBS Bank USA Dep acct						250,000.00	250,000.00
	UBS RMA Government Portfolio						596,652.20	596,642.88
						Total acct	846,652.20	846,642.88
0-0115	LAIF					Total acct	11,756.41	11,756.41
0-0111	UBS ACCOUNT SS 11432 GG							
	UBS Bank USA Dep acct						250,000.00	250,000.00
	UBS RMA Government Portfolio						437,683.65	437,675.57
			Accrued interest				14,555.80	11,490.57
	US GOVERNMENT SECURITIES:							
	ISSUE			EXPIR			MARKET	MARKET
	DATE		ISSUER	DATE	RATE	PAR	VALUE	VALUE
			FNMA	10/26/2015	1.625	500,000	500,500.00	501,140.00
			FFCB	6/2/2016	0.375	1,000,000	1,000,310.00	999,790.00
			FHLB	12/28/2017	0.95	500,000	500,140.00	498,730.00
						2,000,000	2,000,950.00	1,999,660.00
			CD'S	Due	Rate	Face Value		
		1	Sallie Mae Bank	11/06/15	0.85	240,000	240,144.00	240,268.80
		2	Goldman Sachs Bk	11/07/16	1.00	240,000	240,876.00	240,806.40
		3	CIT Bank	11/06/17	1.60	240,000	240,283.20	240,304.80
		4	BMW Bank	11/15/18	2.00	240,000	241,802.40	241,605.60
		5	American Express	4/29/2019	1.45	240,000	237,986.40	237,729.60
		6	Synchrony Bank	4/14/2020	1.85	240,000	238,065.60	237,813.60
		7						
						1,440,000	1,439,157.60	1,438,529
				TOTAL MANAGED ACCOUNT			4,142,347.05	4,137,354.94
	TOTAL INVESTMENTS						8,987,008.37	11,075,957.68
	UBS ACCOUNT SS 24016				UBS USA		250,000.00	250,000.00
			Rate Stabilization Fund		UBS AG		230,283.83	230,275.19
							480,283.83	480,275.19
	GRAND TOTAL CASH AND INVESTMENTS						9,681,021.63	11,993,950.40
		Summary:						
		Checking		213,729		Incr (Decr)	(2,312,928.77)	
		UBS MM		4,832,905				
		LAIF		11,756				
		UBS Investment		4,142,347				
		Rate Stab fund		480,284		BNY Mellon		
			Total	9,681,022		Construction	1,614,092.86	1,781,591.66

PALMDALE WATER DISTRICT
2015 Cash Flow Report

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	Budget 2016 Carryover Information
Total Cash Beginning Balance	**12,989,419**	**13,129,291**	**13,311,353**	**10,792,096**	**12,454,470**	**13,232,397**	**12,784,219**	**11,576,339**	**11,993,950**	**9,681,022**	**9,323,898**	**9,307,725**		
Water Receipts	**1,955,377**	**1,333,287**	**1,882,461**	**1,715,041**	**1,541,540**	**1,900,537**	**1,790,744**	**1,998,605**	**1,966,149**	2,000,000	1,640,000	1,552,388	21,276,129	
DWR Refund (Operational Related)				**37,515**									37,515	
Other					**122,850**			**23,893**			**126,015**		272,758	
Total Operating Revenue (BUDGET)	1,955,377	1,805,677	1,780,736	1,691,040	1,777,997	2,046,064	2,312,079	2,377,838	2,191,667	2,101,684	1,823,591	1,806,466	23,670,217	
Total Operating Revenue (ACTUAL)	1,955,377	1,333,287	1,882,461	1,752,556	1,664,390	1,900,537	1,790,744	2,022,498	1,966,149	2,000,000	1,766,015	1,552,388	21,586,402	
Total Operating Expenses excl GAC (BUDGET)	1,941,325	1,336,683	1,620,620	1,268,042	1,457,882	1,415,451	2,043,912	1,725,160	1,626,092	1,790,975	1,788,698	1,539,261	19,554,101	
Operating Expenses excl GAC (ACTUAL)	**(1,220,221)**	**(1,283,540)**	**(1,934,657)**	**(1,515,585)**	**(1,595,352)**	**(1,452,485)**	**(2,238,601)**	**(1,460,094)**	**(1,672,967)**	(1,551,000)	(1,551,000)	(1,550,394)	(19,025,897)	
GAC			**(297,759)**	**(298,286)**							(40,000)	(485,000)	(1,121,045)	
Prepaid Insurance (paid)/refunded		**81,446**		**(62,561)**				**(34,277)**	**(196,521)**				(211,913)	
Total Operating Expense (ACTUAL)	(1,220,221)	(1,202,094)	(2,232,415)	(1,876,432)	(1,595,352)	(1,452,485)	(2,238,601)	(1,494,371)	(1,869,488)	(1,551,000)	(1,591,000)	(2,035,394)	(20,358,855)	
	12,989,227													
Non-Operating Revenue Expensess:														
Budgeted Assessments, net	658,043	301,052	8,169	2,023,311	743,899	7,993	82,865	175,695	-	-	147,607	2,901,366	7,050,000	
Actual/Projected Assessments, net	**720,946**	**275,795**	**15,646**	**2,199,772**	**803,305**	**11,911**	**81,982**	**138,249**	**-**	-	147,607	2,901,366	7,296,579	
RDA Pass-through (Successor Agency)					**331,200**							170,000	501,200	
Interest	**3,425**	**3,617**	**4,221**	**3,604**	**3,164**	**3,823**	**3,965**	**4,361**	**4,499**	4,000	4,000	4,000	46,680	
Market Adjustment	**6,917**	**(4,350)**	**6,676**	**951**	**(625)**	**(4,479)**	**(4,705)**	**750**	**2,589**	800	800	800	6,125	
Grant Re-imbursement											**306,915**		306,915	178,085
Capital Improvement Fees		**19,315**	**101,633**	**17,754**				**215,189**		**10,106**			363,997	
DWR Refund (Capital Related)			**39,207**	**65,731**	**35,221**	**113,573**							253,732	
Other	**608**	**3,971**	**2,270**	**4,259**	**21**	**63**	**32**	**(29)**	**13**	500	500	500	12,707	
Total Non-Operating Revenues (BUDGET)	677,843	500,852	512,969	2,043,111	1,013,699	27,793	152,665	195,495	19,800	19,800	167,407	3,091,168	8,422,601	
Total Non-Operating Revenues (ACTUAL)	**731,896**	**298,348**	**169,653**	**2,292,071**	**1,172,287**	**124,891**	**81,275**	**358,521**	**7,101**	**15,406**	**459,822**	**3,076,666**	**8,787,935**	
Non-Operating Expenses:														
Budgeted Capital Expenditures	(549,456)	(580,000)	(945,000)	(710,000)	(545,000)	(178,000)	(187,000)	(115,000)	(135,000)	(35,000)	(10,000)	(10,000)	(3,999,456)	
Actual/Projected Capital Expenditures	**(549,456)**	**(41,022)**	**(478,918)**	**(300,653)**	**(251,559)**	**(164,467)**	**(151,873)**	**(257,199)**	**(81,210)**	(573,509)	(243,991)	(99,816)	(3,193,673)	
Uncommitted Capital Expenditures										(40,000)	(199,000)	(220,000)	(459,000)	(360,000)
WRB Capital Expenditures													-	(748,184)
SWP Capitalized	**(754,079)**	**(185,988)**	**(213,428)**	**(187,871)**	**(187,871)**	**(187,871)**	**(672,129)**	**(187,869)**	**(218,871)**	(187,388)	(187,387)	(187,387)	(3,358,139)	
Butte County Water Transfer						**(648,151)**						**(648,151)**	(1,296,303)	
Bond Payments - Interest			**(1,105,798)**						**(1,097,735)**				(2,203,532)	
Principal			**(520,179)**						**(998,242)**				(1,518,421)	
Capital leases - Go West (2012 Lease)	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	(17,296)	(17,296)	(17,296)	(207,553)	
Capital leases - GE Capital (Printer Lease)	**(6,347)**	**(3,174)**	**(3,336)**	-	**(6,672)**	**(3,336)**	-	**(6,672)**	**(3,336)**	(3,336)	(3,336)	(3,336)	(42,882)	
Total Non-Operating Expenses (ACTUAL)	**(1,327,179)**	**(247,480)**	**(2,338,955)**	**(505,820)**	**(463,398)**	**(1,021,121)**	**(841,298)**	**(469,036)**	**(2,416,690)**	**(821,529)**	**(651,010)**	**(1,175,987)**	**(12,279,503)**	
Total Cash Ending Balance (BUDGET)	**12,377,388**	**12,241,913**	**9,741,797**	**11,292,763**	**11,870,085**	**11,659,383**	**11,027,929**	**11,557,846**	**9,479,577**	**9,386,831**	**9,190,876**	**11,650,994**		
Total Cash Ending Balance (ACTUAL)	**13,129,291**	**13,311,353**	**10,792,096**	**12,454,470**	**13,232,397**	**12,784,219**	**11,576,339**	**11,993,950**	**9,681,022**	**9,323,898**	**9,307,725**	**10,725,398**		
											Budget	**11,500,000**		
											Difference	**(774,602)**		

Indicates actual expenditures/revenues:

Indicates anticipated expenditures/revenues:

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	November 3, 2015	**November 9, 2015**
TO:	Board of Directors	**Board Meeting**
FROM:	Michael Williams, Finance Manager/CFO	
VIA:	Mr. Dennis LaMoreaux, General Manager	
RE:	***AGENDA ITEM 8.2.b – WRITTEN REPORT ON FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR SEPTEMBER 30, 2015***	

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending September 30, 2015. Also included are Year-To-Year Comparisons and Month-To-Month Comparisons for both revenue and expense. Finally, I have provided individual departmental budget reports for the month of September, 2015.

This is the ninth month of the District's Budget Year 2015. The target percentage is 75%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on September 30, 2015.
- The significant change is the decrease in investments. This is due to our bond payment made, which is normal activity.
- The offsetting entry is the reduction under Long Term Liabilities.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on September 30, 2015.
- Operating revenue is at 67% of budget.
- Drought Surcharge @ $146K.
- Cash operating expense is at 65% of budget.
- Both operating revenue and expense are equally tracking below target of 75% of budget. Also note that year-to-date revenue exceeds expense by approximately $1MM.
- Directors, Water Conservation, and Human Resources continue to be above target percentage.
- Page 3-1 now gives year-to-date totals of Other Revenue.

Year-To-Year Comparison P&L:

- Page 7 is our comparison of September, 2014 to September, 2015.
- Total operating revenue is down $101K, or 4%, due to reduced water consumption.
- Operating expenditures are down by $306K, or 17%.

- Make note here that water sales for September are down $179K alone, so the drought surcharge of $146K is essential in maintaining financial stability.
- Page 8 is a graphic presentation of the water consumption comparison. Units billed in acre feet were down by 403, or 21%. Total revenue per unit sold is up $0.52, or 20%, total revenue per connection is down $9.61, or 12%, and units billed per connection is down 6.7, or 21%.

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year-to-date.
- Operating revenue through September, 2015 is down $1.6MM, or 9%.
- Retail water sales from all areas are down by $1.8MM from last year. That's shown by the combined green highlighted area. If you exclude the meter fees, we are down $2MM.
- The drought surcharge is at $430K.
- Total revenue is down $80K.
- Operating revenue is at 67% of budget; last year was at 71% of budget.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year-to-date.
- Cash Operating Expenses through September, 2015 are down $1.8MM, or 12%, compared to 2014.
- Total Expenses are down $192K, or .75%.

Departments:

- Pages 14 through 23 are detailed individual departmental budgets for your review.

Non-Cash Definitions:

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

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

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

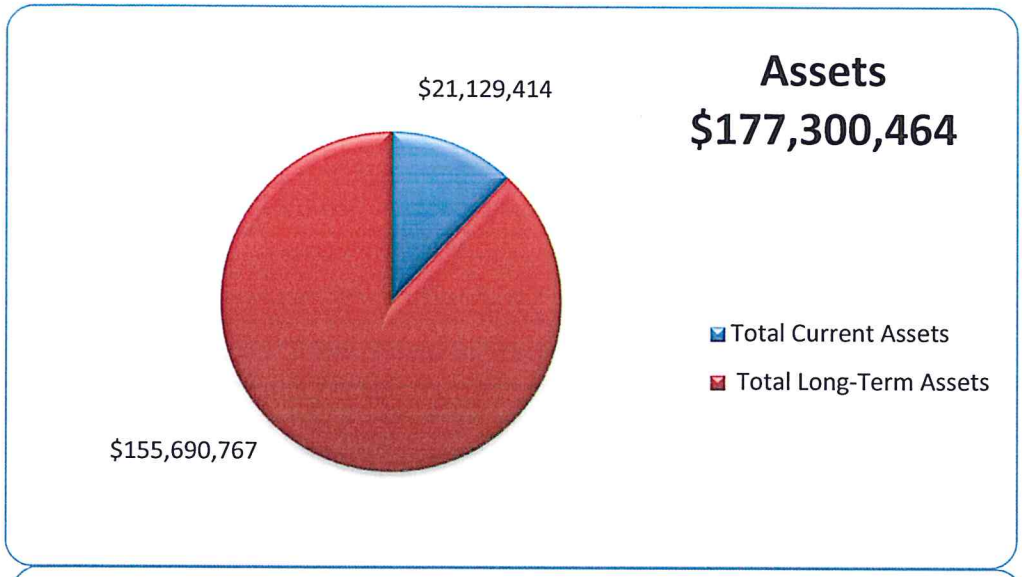
Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair and maintain our asset infrastructure.

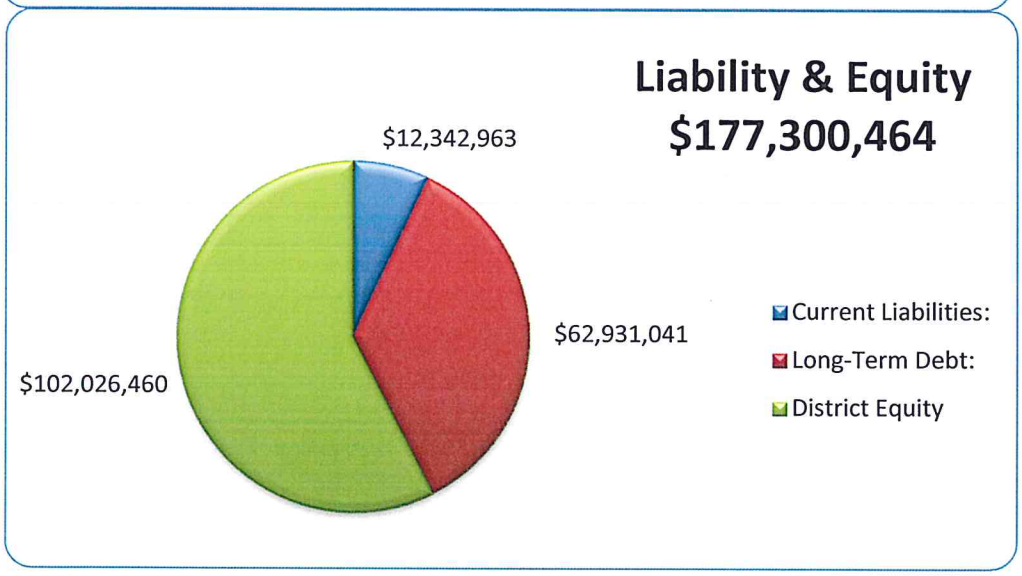
Capitalized Construction: The value of our labor force used to construct our asset infrastructure.

Palmdale Water District
Balance Sheet Report
For the Nine Months Ending 9/30/2015

	September 2015	August 2015
ASSETS		
Current Assets:		
Cash and Cash Equivalents	$ 213,729	$ 437,718
Investments	8,987,008	11,075,958
2013A Bonds - Project Funds	1,423,387	1,781,592
	$ 10,624,125	$ 13,295,267
Receivables:		
Accounts Receivables - Water Sales	$ 1,928,504	$ 1,794,145
Accounts Receivables - Miscellaneous	79,443	82,110
Allowance for Uncollected Accounts	(200,199)	(200,199)
	$ 1,807,747	$ 1,676,056
Interest Receivable	$ -	$ -
Assessments Receivables	7,560,437	7,560,437
Meters, Materials and Supplies	880,739	909,344
Prepaid Expenses	256,366	84,371
Total Current Assets	**$ 21,129,414**	**$ 23,525,475**
Long-Term Assets:		
Property, Plant, and Equipment, net	$ 113,215,115	$ 113,313,916
Participation Rights in State Water Project, net	41,986,341	41,940,347
Investment in PRWA	265,420	265,420
2013A Bonds - Insurance & Surity Bond	223,890	224,556
	$ 155,690,767	**$ 155,744,240**
Restricted Cash:		
Rate Stabilization Fund	480,284	480,275
Total Long-Term Assets & Restricted Cash	**$ 156,171,050**	**$ 156,224,515**
Total Assets	**$ 177,300,464**	**$ 179,749,990**
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities:		
Current Interest Installment of Long-term Debt	$ -	$ 914,779
Current Principal Installment of Long-term Debt	1,734,738	1,175,427
Accounts Payable and Accrued Expenses	5,358,225	5,337,209
Deferred Assessments	5,250,000	5,833,333
Total Current Liabilities	**$ 12,342,963**	**$ 13,260,749**
Long-Term Debt:		
Pension-Related Debt	$ 1,019,485	$ 1,019,485
OPEB Liability	10,839,072	10,671,715
2013A Water Revenue Bonds	42,966,217	43,443,468
2012 - Certificates of Participation	8,006,740	9,082,495
2011 - Capital Lease Payable	99,527	114,415
Total Long-Term Liabilities	**$ 62,931,041**	**$ 64,331,579**
Total Liabilities	**$ 75,274,004**	**$ 77,592,328**
District Equity		
Revenue from Operations	$ (3,610,874)	$ (3,479,672)
Retained Earnings	105,637,335	105,637,335
Total Liabilities and District Equity	**$ 177,300,464**	**$ 179,749,990**

BALANCE SHEET AS OF SEPTEMBER 30, 2015





Palmdale Water District
Consolidated Profit and Loss Statement
For the Nine Months Ending 9/30/2015

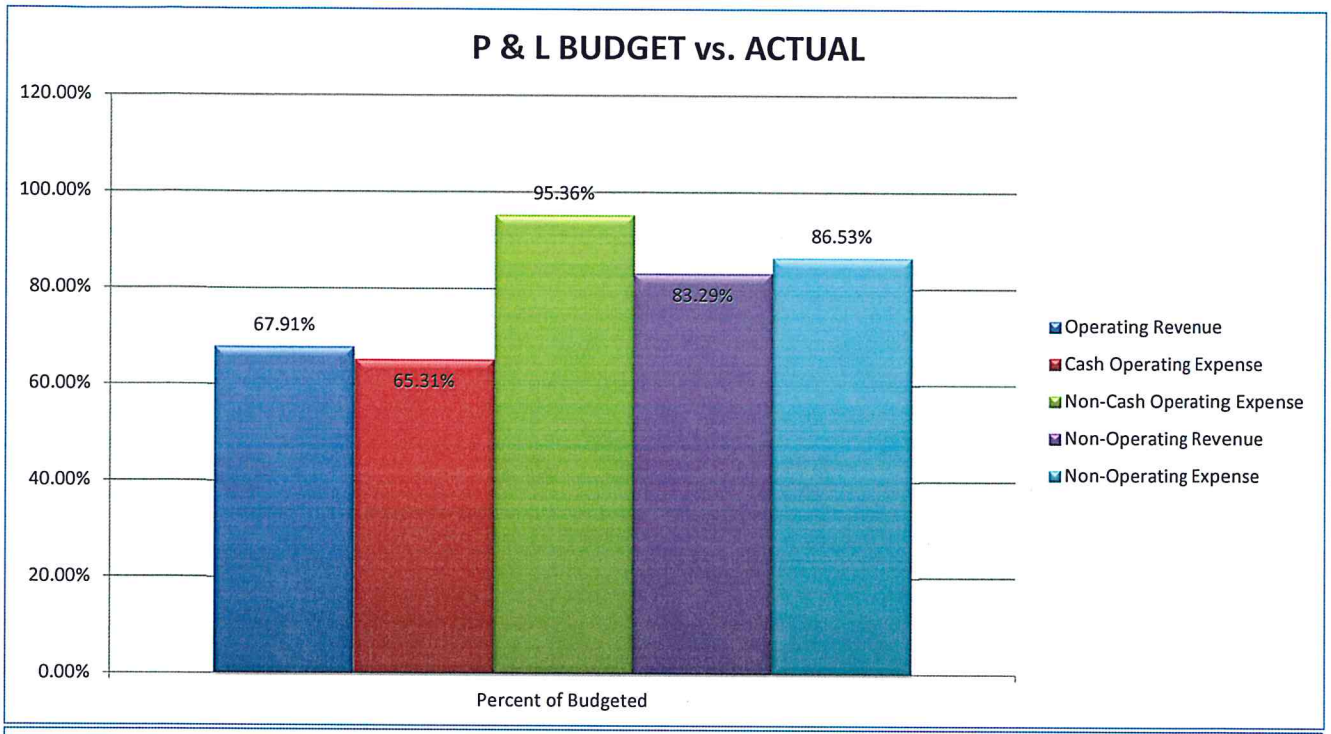
	Thru August	September	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	$ 31,848	$ 32,815	$ 64,663		$ 225,000	28.74%
Water Sales	4,089,749	671,119	4,760,868		8,550,500	55.68%
Meter Fees	7,775,347	969,680	8,745,027		11,506,000	76.00%
Water Quality Fees	594,715	93,386	688,100		1,146,500	60.02%
Elevation Fees	245,380	39,543	284,924		525,000	54.27%
Other (Page 3-1)	802,345	116,865	919,210		1,450,000	63.39%
Drought Surcharge	284,228	146,557	430,785		-	
Total Operating Revenue	**$ 13,823,612**	**$ 2,069,965**	**$ 15,893,577**	**$ -**	**$ 23,403,000**	**67.91%**
Cash Operating Expenses:						
Directors	$ 93,823	$ 8,428	$ 102,252		$ 118,500	86.29%
Administration*	1,823,923	251,073	2,074,996	8,000	2,675,250	77.56%
Engineering*	846,717	76,356	923,073	(1,600)	1,251,150	73.78%
Facilities**	3,832,577	522,882	4,355,458	230,775	6,228,775	69.92%
Operations	1,657,036	259,970	1,917,006		2,624,000	73.06%
Finance**	1,173,124	88,169	1,261,293	(1,352,725)	1,598,025	78.93%
Water Conservation	222,913	35,904	258,817		284,000	91.13%
Human Resources	293,367	27,954	321,321		326,100	98.53%
Information Technology*	533,632	45,444	579,076	1,600	784,350	73.83%
Customer Care**	701,283	104,998	806,280	1,121,950	1,121,950	71.86%
Water Purchases*	1,481,085	38,718	1,519,803	(29,000)	2,371,000	64.10%
Water Purchases-Prior Year OAP	(36,045)	-	(36,045)		250,000	-14.42%
Water Recovery	(423,709)	-	(423,709)		(100,000)	423.71%
Plant Expenditures	457,663	30,991	488,654		1,146,500	42.62%
GAC Filter Media Replacement	596,045	-	596,045		1,896,000	31.44%
Total Cash Operating Expenses	**$ 13,253,434**	**$ 1,490,887**	**$ 14,744,321**	**$ (21,000)**	**$ 22,575,600**	**65.31%**
Non-Cash Operating Expenses:						
Depreciation	$ 5,801,584	$ 534,253	$ 6,335,838		$ 6,450,000	98.23%
OPEB Accrual Expense	1,468,640	183,580	1,652,220		2,000,000	82.61%
Bad Debts	6,673	4,461	11,134		100,000	11.13%
Service Costs Construction	81,080	6,643	87,723		125,000	70.18%
Capitalized Construction	(730,336)	(37,430)	(767,767)		(1,000,000)	76.78%
Total Non-Cash Operating Expenses	**$ 6,627,641**	**$ 691,507**	**$ 7,319,148**	**$ -**	**$ 7,675,000**	**95.36%**
Net Operating Profit/(Loss)	**$ (6,057,463)**	**$ (112,429)**	**$ (6,169,892)**	**$ 21,000**	**$ (6,847,600)**	**90.10%**
Non-Operating Revenues:						
Assessments (Debt Service)	$ 3,398,157	$ 443,333	$ 3,841,490		$ 5,100,000	75.32%
Assessments (1%)	1,391,172	140,000	1,531,172		1,950,000	78.52%
DWR Fixed Charge Recovery	253,732	-	253,732		100,000	253.73%
Interest	31,290	7,088	38,378		35,000	109.65%
Capital Improvement Fees	353,892	-	353,892		50,000	707.78%
Other	11,195	13	11,208		5,000	224.17%
Total Non-Operating Revenues	**$ 5,439,438**	**$ 590,434**	**$ 6,029,872**	**$ -**	**$ 7,240,000**	**83.29%**
Non-Operating Expenses:						
Interest on Long-Term Debt	$ 1,518,997	$ 189,148	$ 1,708,146		$ 2,111,000	80.92%
Amortization of SWP	1,383,016	172,877	1,555,893		1,679,000	92.67%
Change in Investments in PRWA	14,094	91	14,185		-	
Water Conservation Programs*	189,586	3,045	192,631	21,000	221,000	87.16%
Total Non-Operating Expenses	**$ 3,105,693**	**$ 365,162**	**$ 3,470,855**	**$ 21,000**	**$ 4,011,000**	**86.53%**
Net Earnings	**$ (3,723,718)**	**$ 112,843**	**$ (3,610,874)**	**$ -**	**$ (3,618,600)**	**99.79%**

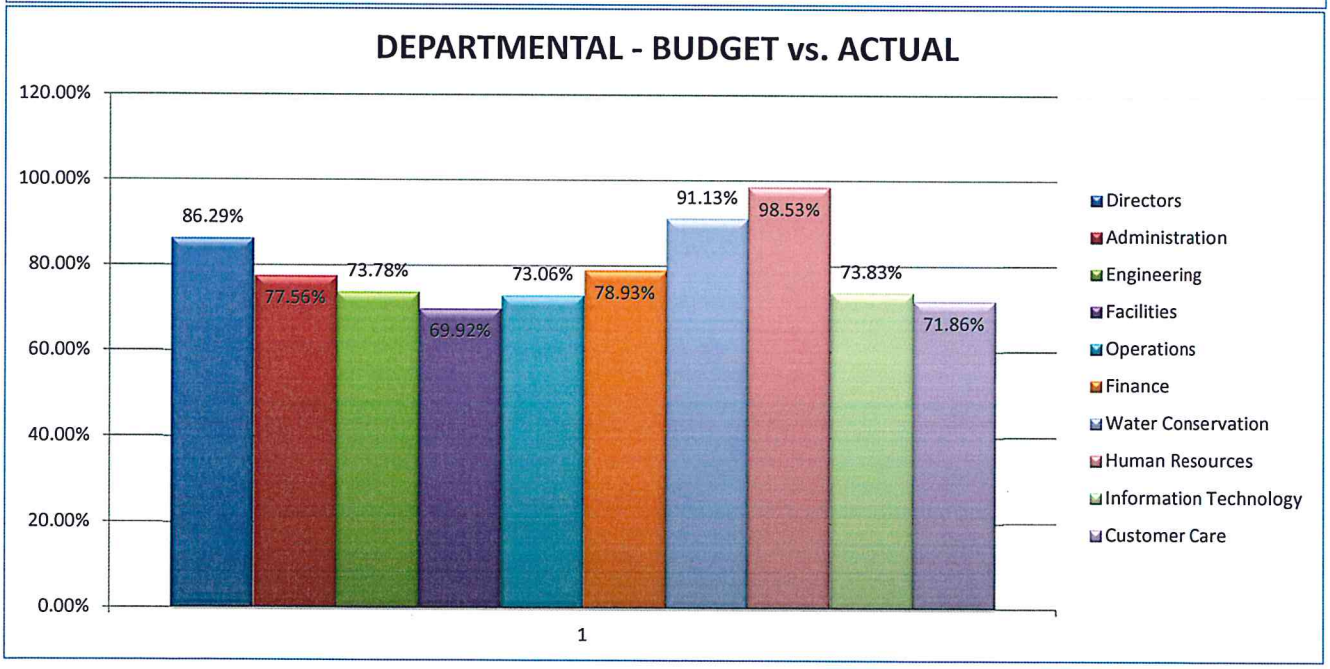
* Budget adjustments by General Manager per Appendix A

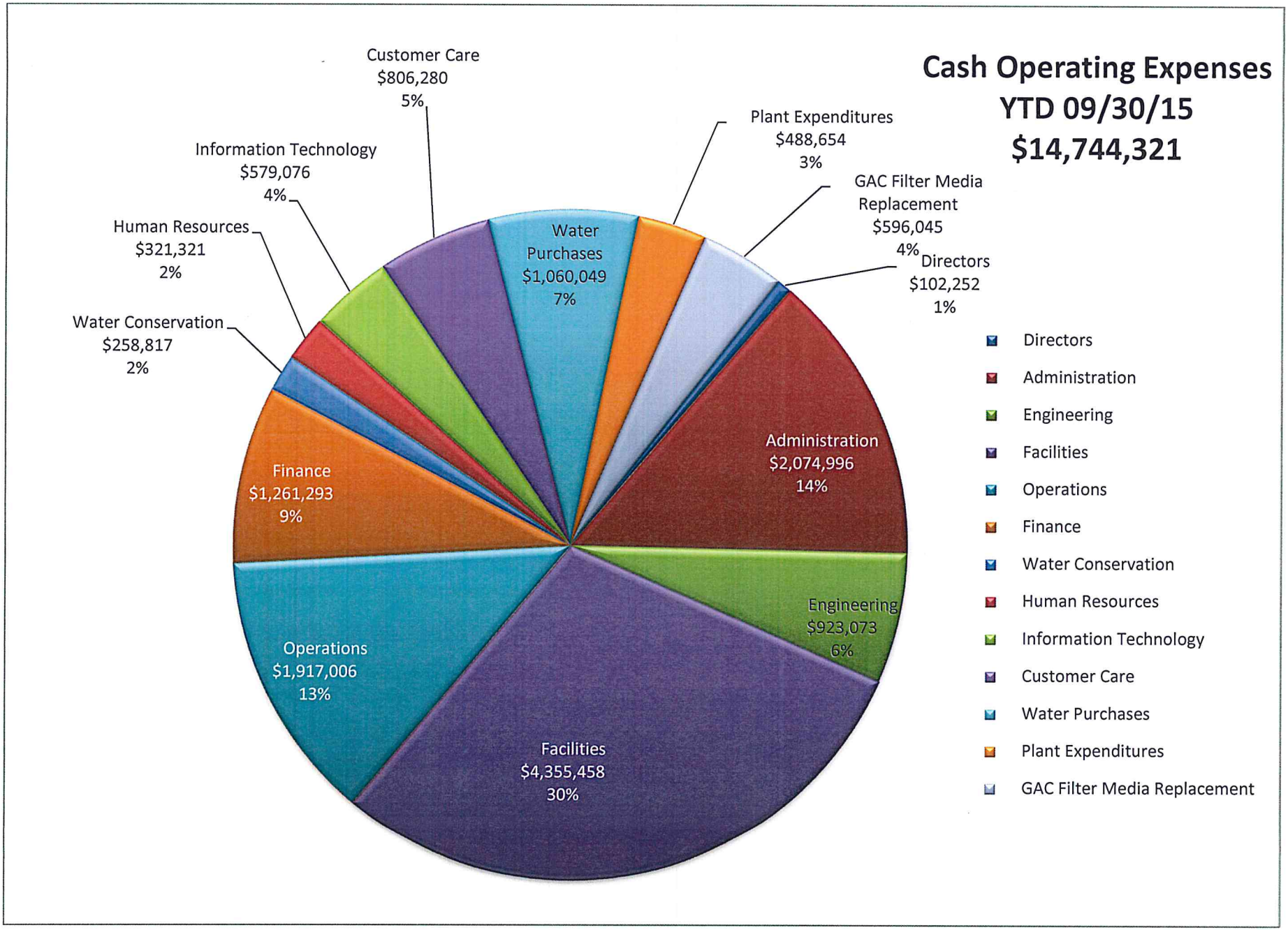
** Budget adjustment by Board action 04/08/15

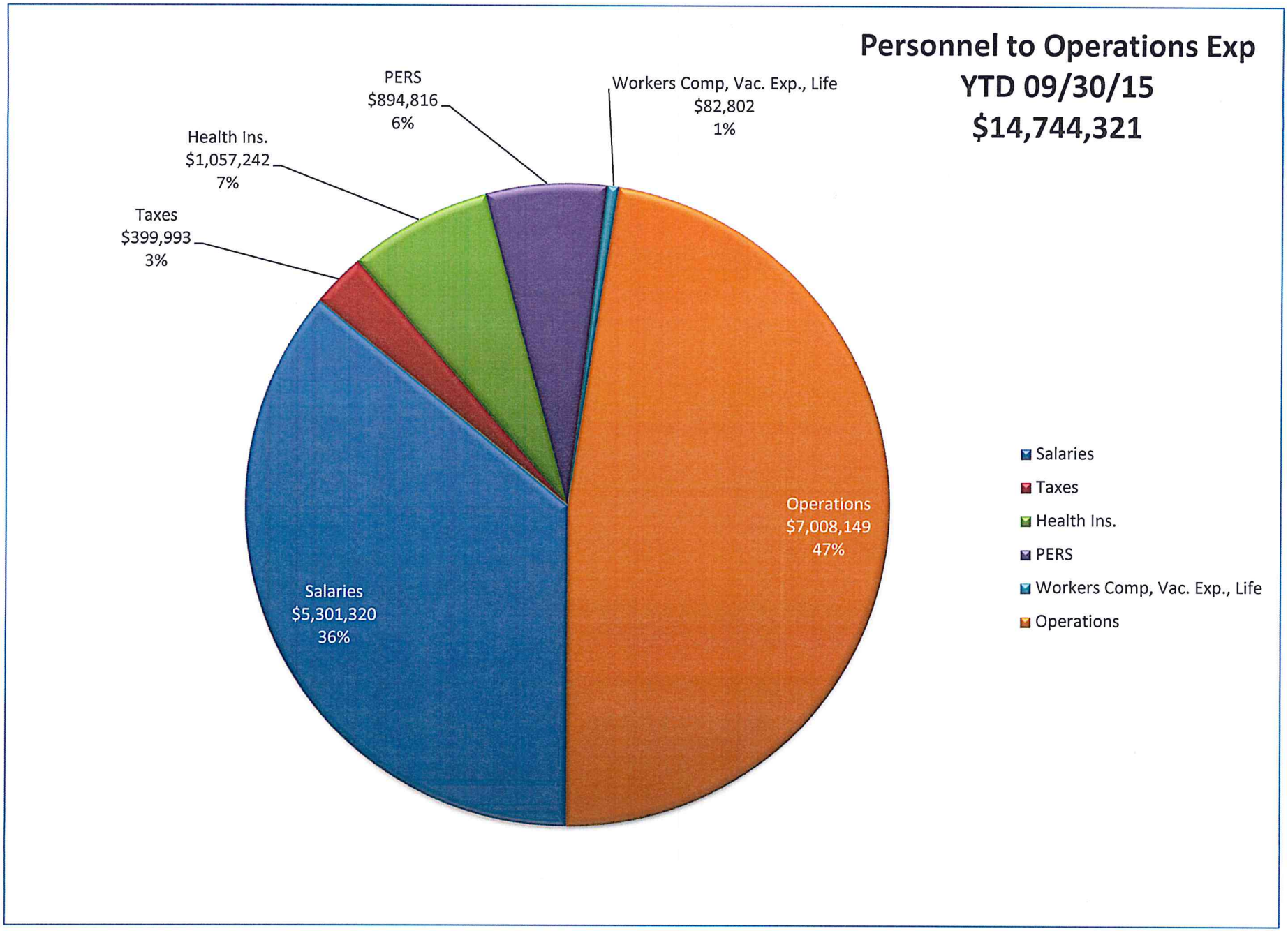
OTHER OPERATING REVENUE

5/8" Meter Charge($109)	$120.00
5/8" Meter W/Itron Assembly($212)	$212.00
Account Setup Charge($25)	$18,200.00
Account Setup Charge/CC ($35)	$27,045.00
Adjustment	$10.11
After Hours Service Call	$365.00
Construction Meter Install($250)	$1,250.00
Credit Check($10)	$160.00
Customer Request Turn On/Off($15)	$45.00
Door tag fee for Paperwork($20)	$60.00
Door Tag Fee($20)	$367,480.00
Grind Down Angle Stop ($230)	$475.00
Lock Broken or Missing($15)	$615.00
Miscellaneous Charge	$3,377.86
Non-Compliance Fee Backflow($50)	$1,450.00
Pulled Meter Service Charge($60)	$2,160.00
Repair Angle Stop After Hours($600.00)	$600.00
Repair Angle Stop($440.00)	$4,400.00
Shut-Off Charge($30)	$26,070.00
Standard Trip Charge($15)	$1,710.00
Unauthorized Use of Water($1000)	$1,000.00
Waste Water 1st Notice($50.00)	$13,700.00
Waste Water 2nd Notice ($250.00)	$2,000.00
Waste Water 3rd Notice ($500.00)	$500.00
Late Fees	$334,783.55
NSF Fee	$5,425.00
Inspection Fees	($17,896.46)
Settlements/Rebates	$81,446.29


P & L BUDGET vs. ACTUAL
120.00%
100.00%
80.00%
60.00%
40.00%
20.00%
0.00%
67.91%
65.31%
95.36%
83.29%
86.53%
Operating Revenue
Cash Operating Expense
Non-Cash Operating Expense
Non-Operating Revenue
Non-Operating Expense
Percent of Budgeted


DEPARTMENTAL - BUDGET vs. ACTUAL
120.00%
100.00%
80.00%
60.00%
40.00%
20.00%
0.00%
86.29%
77.56%
73.78%
69.92%
73.06%
78.93%
91.13%
98.53%
73.83%
71.86%
Directors
Administration
Engineering
Facilities
Operations
Finance
Water Conservation
Human Resources
Information Technology
Customer Care
1


Cash Operating Expenses
YTD 09/30/15
$14,744,321
Customer Care
$806,280
5%
Information Technology
$579,076
4%
Human Resources
$321,321
2%
Water Conservation
$258,817
2%
Water Purchases
$1,060,049
7%
Plant Expenditures
$488,654
3%
GAC Filter Media Replacement
$596,045
4%
Directors
$102,252
1%
Administration
$2,074,996
14%
Engineering
$923,073
6%
Facilities
$4,355,458
30%
Operations
$1,917,006
13%
Finance
$1,261,293
9%
Directors
Administration
Engineering
Facilities
Operations
Finance
Water Conservation
Human Resources
Information Technology
Customer Care
Water Purchases
Plant Expenditures
GAC Filter Media Replacement


Personnel to Operations Exp
YTD 09/30/15
$14,744,321
PERS
$894,816
6%
Workers Comp, Vac. Exp., Life
$82,802
1%
Health Ins.
$1,057,242
7%
Taxes
$399,993
3%
Operations
$7,008,149
47%
Salaries
$5,301,320
36%
Salaries
Taxes
Health Ins.
PERS
Workers Comp, Vac. Exp., Life
Operations

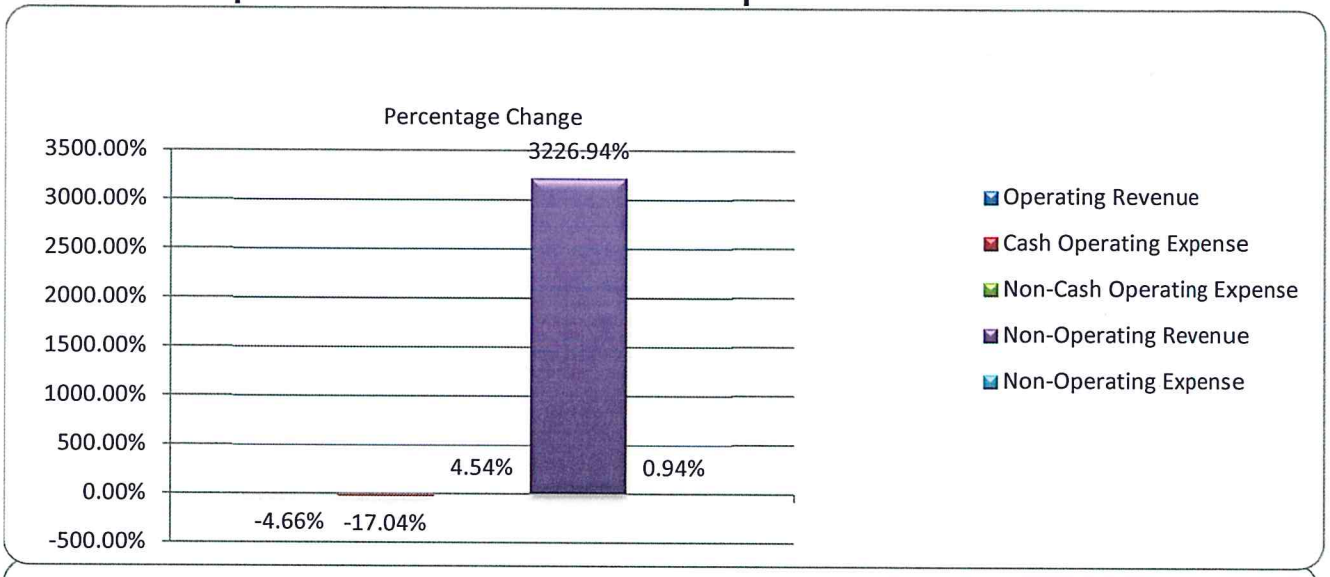
Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison - September

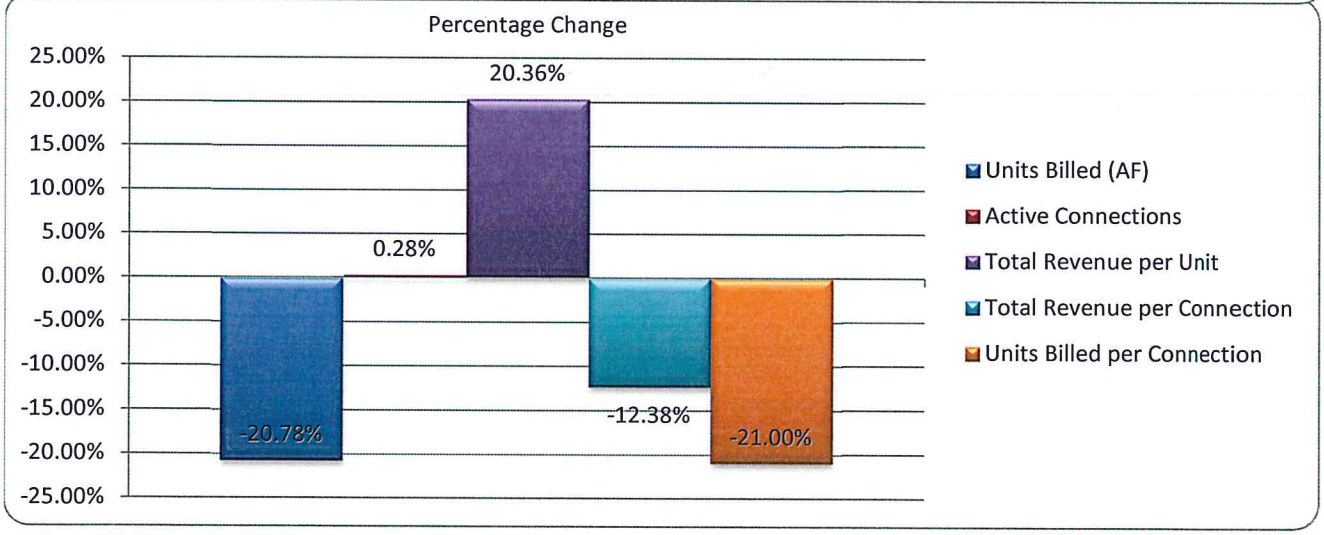
	2014 September	2015 September	Change	% Change
Operating Revenue:				
Wholesale Water	$ 38,782	$ 32,815	$ (5,967)	-15.39%
Water Sales	851,086	671,119	(179,967)	-21.15%
Meter Fees	945,665	969,680	24,015	2.54%
Water Quality Fees	167,289	93,386	(73,903)	-44.18%
Elevation Fees	53,171	39,543	(13,628)	-25.63%
Other	115,064	116,865	1,801	1.56%
Drought Surcharge	-	146,557	146,557	
Total Operating Revenue	**$ 2,171,057**	**$ 2,069,965**	**$ (101,092)**	**-4.66%**
Cash Operating Expenses:				
Directors	$ 10,042	$ 8,428	$ (1,614)	-16.07%
Administration	202,108	251,073	48,966	24.23%
Engineering	85,110	76,356	(8,754)	-10.29%
Facilities	325,842	522,882	197,039	60.47%
Operations	460,704	259,970	(200,734)	-43.57%
Finance	240,165	88,169	(151,996)	-63.29%
Water Conservation	18,071	35,904	17,833	98.69%
Human Resources	16,636	27,954	11,318	68.03%
Information Technology	39,597	45,444	5,847	14.77%
Customer Care	-	104,998	104,998	
Water Purchases	34,361	38,718	4,357	12.68%
Water Purchases-Prior Year OAP	-	-	-	
Water Recovery	-	-	-	
Plant Expenditures	65,788	30,991	(34,797)	-52.89%
GAC Filter Media Replacement	298,692	-	(298,692)	-100.00%
Total Cash Operating Expenses	**$ 1,797,117**	**$ 1,490,887**	**$ (306,230)**	**-17.04%**
Non-Cash Operating Expenses:				
Depreciation	$ 634,237	$ 534,253	$ (99,984)	-15.76%
OPEB Accrual Expense	166,875	183,580	16,705	10.01%
Bad Debts	6,266	4,461	(1,805)	-28.81%
Service Costs Construction	8,680	6,643	(2,037)	-23.47%
Capitalized Construction	(154,605)	(37,430)	117,174	-75.79%
Total Non-Cash Operating Expenses	**$ 661,454**	**$ 691,507**	**$ 30,053**	**4.54%**
Net Operating Profit/(Loss)	**$ (287,513)**	**$ (112,429)**	**$ 175,084**	**-60.90%**
Non-Operating Revenues:				
Assessments (Debt Service)	$ -	$ 443,333	$ 443,333	#DIV/0!
Assessments (1%)	-	140,000	140,000	#DIV/0!
DWR Fixed Charge Recovery	-	-	-	
Interest	(4,041)	7,088	11,129	-275.41%
Capital Improvement Fees	3,370	-	(3,370)	
Other	-	13	13	#DIV/0!
Total Non-Operating Revenues	**$ 18,318**	**$ 590,434**	**$ 591,105**	3226.94%
Non-Operating Expenses:				
Interest on Long-Term Debt	$ 194,681	$ 189,148	$ (5,532)	-2.84%
Amortization of SWP	159,510	172,877	13,367	8.38%
Change in Investments in PRWA	-	91	91	
Water Conservation Programs	7,578	3,045	(4,533)	-59.82%
Total Non-Operating Expenses	**$ 361,769**	**$ 365,162**	**$ 3,393**	0.94%
Net Earnings	**$ (630,964)**	**$ 112,843**	**$ 762,797**	**-120.89%**

Consumption Comparison

	2014	2015
Units Billed	844,099	668,669
Active	26,470	26,544
Vacant	900	843
Rev/unit	$ 2.57	$ 3.10
Rev/con	$ 77.67	$ 68.06
Unit/con	31.89	25.19

YEAR-TO-YEAR COMPARISON
September '14 -To - September '15





	2014	2015	Change	
Units Billed (AF)	1,938	1,535	-403	-20.78%
Active Connections	26,470	26,544	74	0.28%
Non-Active	900	843	-57	-6.33%
Total Revenue per Unit	$2.57	$3.10	$0.52	20.36%
Total Revenue per Connection	$77.67	$68.06	-$9.61	-12.38%
Units Billed per Connection	31.89	25.19	-6.70	-21.00%

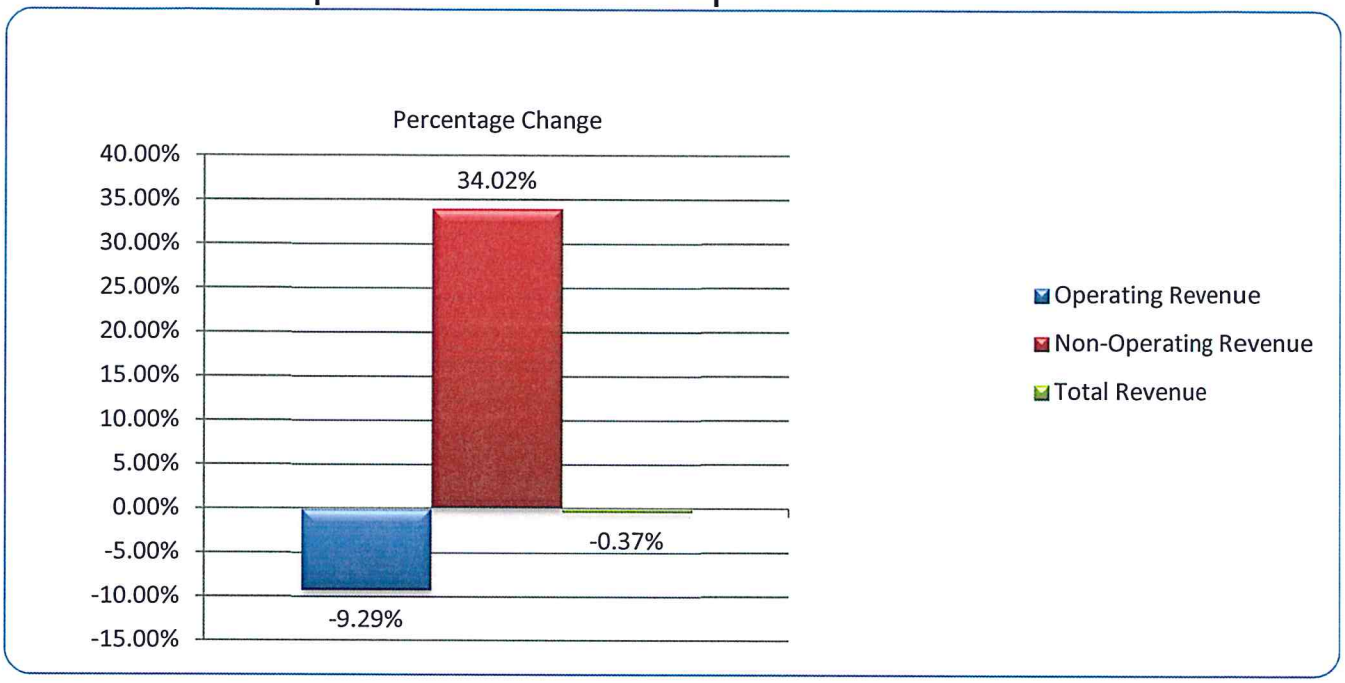
Palmdale Water District
Revenue Analysis
For the Nine Months Ending 9/30/2015

	2015 Thru August	2015 September	2015 Year-to-Date	Adjusted Budget	% of Budget	2014 to 2015 Comparison Thru August	2014 to 2015 Comparison September	2014 to 2015 Comparison Year-to-Date	% Change
Operating Revenue:									
Wholesale Water	$ 31,848	$ 32,815	$ 64,663	$ 225,000	28.74%	$ (94,471)	$ (5,967)	$ (100,438)	-60.83%
Water Sales	4,089,749	671,119	4,760,868	8,550,500	55.68%	(1,311,722)	(179,967)	(1,491,689)	-23.86%
Meter Fees	7,775,347	969,680	8,745,027	11,506,000	76.00%	246,270	24,015	270,285	3.19%
Water Quality Fees	594,715	93,386	688,100	1,146,500	60.02%	(447,963)	(73,903)	(521,866)	-43.13%
Elevation Fees	245,380	39,543	284,924	525,000	54.27%	(72,633)	(13,628)	(86,260)	-23.24%
Other	802,345	116,865	919,210	1,450,000	63.39%	(113,793)	1,801	(111,993)	-10.86%
Drought Surcharge	284,228	146,557	430,785	-		284,228	146,557	430,785	
Total Water Sales	**$ 13,823,612**	**$ 2,069,965**	**$15,893,577**	**$23,403,000**	**67.91%**	**$ (1,510,083)**	**$ (101,092)**	**$ (1,611,175)**	**-9.29%**
Non-Operating Revenues:									
Assessments (Debt Service)	$ 3,398,157	$ 443,333	$ 3,841,490	$ 5,100,000	75.32%	$ 492,530	$ 443,333	$ 935,863	32.21%
Assessments (1%)	1,391,172	140,000	1,531,172	1,950,000	78.52%	176,073	140,000	316,073	26.01%
DWR Fixed Charge Recovery	253,732	-	253,732	100,000	253.73%	120,193	-	120,193	90.01%
Interest	31,290	7,088	38,378	35,000	109.65%	(9,052)	11,129	2,076	5.72%
Capital Improvement Fees	353,892	-	353,892	50,000	707.78%	344,003	(3,370)	340,633	2569.16%
Other	11,195	13	11,208	5,000	224.17%	(165,877)	(18,305)	(184,182)	-94.26%
Total Non-Operating Revenues	**$ 5,439,438**	**$ 590,434**	**$ 6,029,872**	**$ 7,240,000**	**83.29%**	**$ 957,869**	**$ 572,787**	**$ 1,530,657**	**34.02%**
Total Revenue	**$ 19,263,051**	**$ 2,660,399**	**$21,923,450**	**$30,643,000**	**71.54%**	**$ (552,214)**	**$ 471,695**	**$ (80,519)**	**-0.37%**

	2014 Thru August	2014 September	2014 Year-to-Date	Adjusted Budget	% of Budget
Operating Revenue:					
Wholesale Water	$ 126,319	$ 38,782	$ 165,101	$ 225,000	73.38%
Water Sales	5,401,471	851,086	6,252,557	9,053,000	69.07%
Meter Fees	7,529,078	945,665	8,474,743	11,255,000	75.30%
Water Quality Fees	1,042,677	167,289	1,209,966	1,638,000	73.87%
Elevation Fees	318,013	53,171	371,184	525,000	70.70%
Other	916,138	115,064	1,031,202	1,700,000	60.66%
Drought Surcharge	-	-	-	-	
Total Water Sales	**$ 15,207,377**	**$ 2,132,275**	**$17,339,652**	**$24,171,000**	**71.74%**
Non-Operating Revenues:					
Assessments (Debt Service)	$ 2,905,627	$ -	$ 2,905,627	$ 4,400,000	66.04%
Assessments (1%)	1,215,099	-	1,215,099	1,800,000	67.51%
DWR Fixed Charge Recovery	133,539	-	133,539	100,000	133.54%
Interest	40,343	(4,041)	36,302	25,000	145.21%
Capital Improvement Fees	9,889	3,370	13,259	150,000	8.84%
Other	177,072	18,318	195,390	185,000	105.62%
Total Non-Operating Revenues	**$ 4,481,569**	**$ 17,647**	**$ 4,499,216**	**$ 6,660,000**	**67.56%**
Total Revenue	**$ 19,688,946**	**$ 2,149,922**	**$21,838,868**	**$30,831,000**	**70.83%**

REVENUE COMPARISON YEAR-TO-DATE

September '14-To-September '15



Palmdale Water District
Operating Expense Analysis
For the Nine Months Ending 9/30/2015

	2015					2014 to 2015 Comparison			
	Thru August	September	Year-to-Date	Adjusted Budget	% of Budget	Thru August	September	Year-to-Date	% Change
Cash Operating Expenses:									
Directors	$ 93,823	$ 8,428	$ 102,252	$ 118,500	86.29%	$ 334	$ (1,614)	$ (1,280)	-1.24%
Administration	1,823,923	251,073	2,074,996	2,667,250	77.80%	(478,075)	48,966	(429,109)	-17.14%
Engineering	846,717	76,356	923,073	1,251,150	73.78%	138,532	(8,754)	129,778	16.36%
Facilities	3,832,577	522,882	4,355,458	6,228,775	69.92%	1,784,180	197,039	1,981,219	83.45%
Operations	1,657,036	259,970	1,917,006	2,624,000	73.06%	(2,099,020)	(200,734)	(2,299,754)	-54.54%
Finance	1,173,124	88,169	1,261,293	1,598,025	78.93%	(877,673)	(151,996)	(1,029,669)	-44.94%
Water Conservation	222,913	35,904	258,817	284,000	91.13%	131,745	17,833	149,579	136.93%
Human Resources	293,367	27,954	321,321	326,100	98.53%	138,363	11,318	149,681	87.21%
Information Technology	533,632	45,444	579,076	784,350	73.83%	20,493	5,847	26,340	4.77%
Customer Care	701,283	104,998	806,280	1,121,950	71.86%	701,283	104,998	806,280	
Water Purchases	1,481,085	38,718	1,519,803	2,379,000	63.88%	(309,207)	4,357	(304,850)	-16.71%
Water Purchases-Prior Year OAP	(36,045)	-	(36,045)	250,000	-14.42%	(36,728)	-	(36,728)	
Water Recovery	(423,709)	-	(423,709)	(100,000)	423.71%	(15,167)	-	(15,167)	3.71%
Plant Expenditures	457,663	30,991	488,654	1,146,500	42.62%	(933,517)	(34,797)	(968,314)	-66.46%
GAC Filter Media Replacement	596,045	-	596,045	1,896,000	31.44%	285,819	(298,692)	(12,872)	
Total Cash Operating Expenses	**$ 13,253,434**	**$ 1,490,887**	**$ 14,744,321**	**$ 22,575,600**	**65.31%**	**$ (1,548,638)**	**$ (306,230)**	**$ (1,854,868)**	**-12.58%**
Non-Cash Operating Expenses:									
Depreciation	$ 5,801,584	$ 534,253	$ 6,335,838	$ 6,450,000	98.23%	$ 937,357	$ (99,984)	$ 837,373	15.23%
OPEB Accrual Expense	1,468,640	183,580	1,652,220	2,000,000	82.61%	133,641	16,705	150,346	10.01%
Bad Debts	6,673	4,461	11,134	100,000	11.13%	(18,152)	(1,805)	(19,957)	-64.19%
Service Costs Construction	81,080	6,643	87,723	125,000	70.18%	196,082	(2,037)	194,044	-182.51%
Capitalized Construction	(730,336)	(37,430)	(767,767)	(1,000,000)	76.78%	207,474	117,174	324,648	-29.72%
Total Non-Cash Operating Expenses	**$ 6,627,641**	**$ 691,507**	**$ 7,319,148**	**$ 7,675,000**	**95.36%**	**$ 1,456,401**	**$ 30,053**	**$ 1,486,454**	**20.31%**
Non-Operating Expenses:									
Interest on Long-Term Debt	$ 1,518,997	$ 189,148	$ 1,708,146	$ 2,111,000	80.92%	$ (31,973)	$ (5,532)	$ (37,505)	-2.15%
Amortization of SWP	1,383,016	172,877	1,555,893	1,679,000	92.67%	106,936	13,367	120,303	8.38%
Change in Investments in PRWA	14,094	91	14,185	-					
Water Conservation Programs	189,586	3,045	192,631	221,000	87.16%	97,716	(4,533)	93,183	93.70%
Total Non-Operating Expenses	**$ 3,105,693**	**$ 365,162**	**$ 3,470,855**	**$ 4,011,000**	**86.53%**	**$ 172,679**	**$ 3,302**	**$ 175,981**	**5.36%**
Total Expenses	**$ 22,986,769**	**$ 2,547,556**	**$ 25,534,324**	**$ 34,261,600**	**74.53%**	**$ 80,442**	**$ (272,875)**	**$ (192,433)**	**-0.75%**

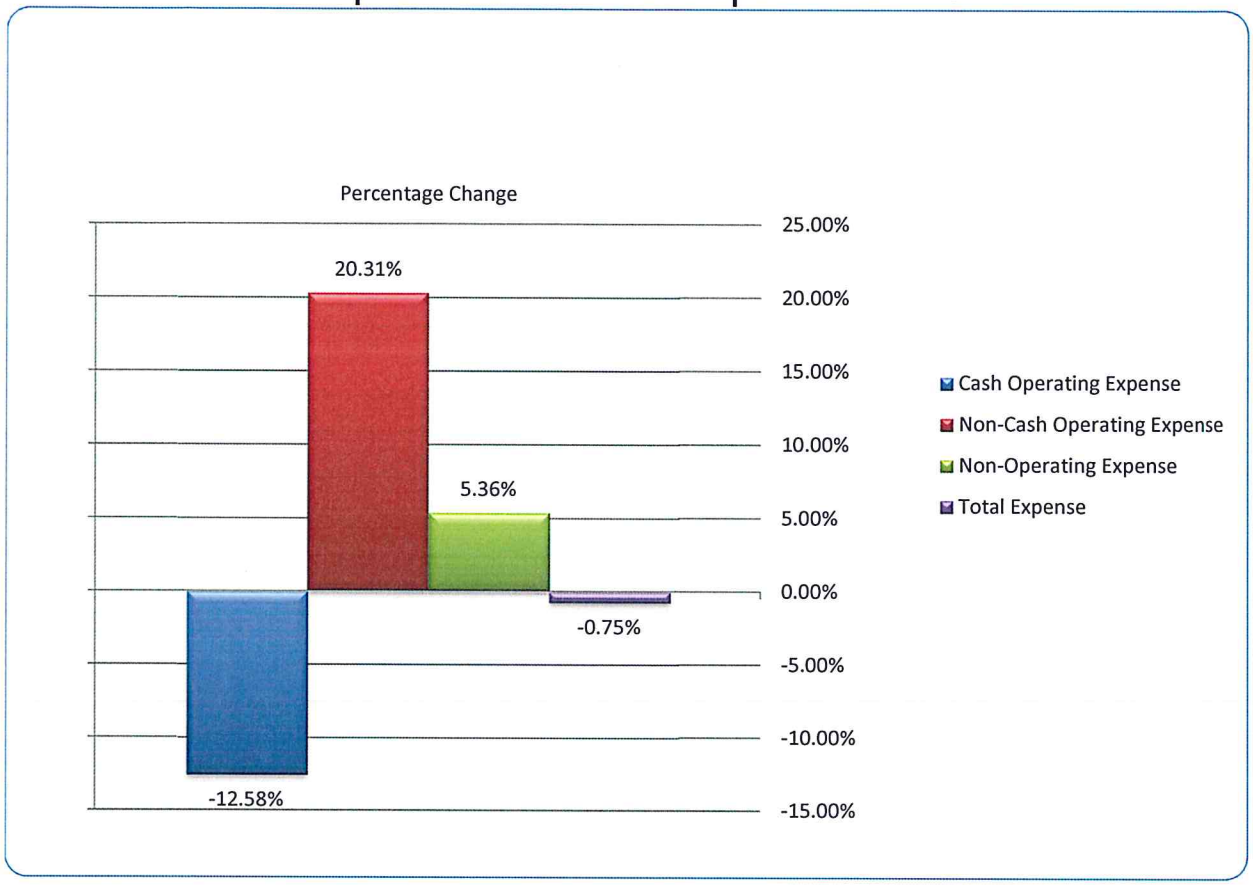
Palmdale Water District
Operating Expense Analysis
For the Nine Months Ending 9/30/2015

2014 to 2015 Comparison

	2014 Thru August	September	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	$ 93,489	$ 10,042	$ 103,531	$ 114,500	90.42%
Administration	2,301,998	202,108	2,504,106	3,490,000	71.75%
Engineering	708,185	85,110	793,296	1,079,800	73.47%
Facilities	2,048,397	325,842	2,374,239	3,408,500	69.66%
Operations	3,756,056	460,704	4,216,760	5,453,500	77.32%
Finance	2,050,797	240,165	2,290,962	2,968,750	77.17%
Water Conservation	91,168	18,071	109,239	270,000	40.46%
Human Resources	155,004	16,636	171,640	215,300	79.72%
Information Technology	513,138	39,597	552,735	828,600	66.71%
Customer Care	-	-	-	-	
Water Purchases	1,790,293	34,361	1,824,654	2,400,000	76.03%
Water Purchases-Prior Year OAP	683	-	683	250,000	0.27%
Water Recovery	(408,542)	-	(408,542)	(100,000)	408.54%
Plant Expenditures	1,391,180	65,788	1,456,969	2,143,500	67.97%
GAC Filter Media Replacement	310,226	298,692	608,917	1,638,000	37.17%
Total Cash Operating Expenses	**$ 14,802,073**	**$ 1,797,117**	**$ 16,599,189**	**$ 24,160,450**	**68.70%**
Non-Cash Operating Expenses:					
Depreciation	$ 4,864,227	$ 634,237	$ 5,498,464	$ 7,350,000	74.81%
OPEB Accrual Expense	1,334,999	166,875	1,501,874	2,000,000	75.09%
Bad Debts	24,825	6,266	31,092	100,000	31.09%
Service Costs Construction	(115,002)	8,680	(106,322)	125,000	-85.06%
Capitalized Construction	(937,810)	(154,605)	(1,092,415)	(1,000,000)	109.24%
Total Non-Cash Operating Expenses	**$ 5,171,240**	**$ 661,454**	**$ 5,832,694**	**$ 8,575,000**	**68.02%**
Non-Operating Expenses:					
Interest on Long-Term Debt	$ 1,550,970	$ 194,681	$ 1,745,651	$ 2,111,000	82.69%
Amortization of SWP	1,276,080	159,510	1,435,590	1,679,000	85.50%
Water Conservation Programs	91,870	7,578	99,448	143,000	69.54%
Total Non-Operating Expenses	**$ 2,918,920**	**$ 361,769**	**$ 3,280,689**	**$ 3,933,000**	**83.41%**
Total Expenses	**$ 22,892,233**	**$ 2,820,339**	**$ 25,712,572**	**$ 36,668,450**	**70.12%**

EXPENSE COMPARISON YEAR-TO-DATE

September '14-To-September '15



Palmdale Water District
2015 Directors Budget
For the Nine Months Ending Wednesday, September 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	$ 44,400	$ 45,000	$ -	$ 600	98.67%
Employee Benefits					
1-01-4005-000 Payroll Taxes	3,383	5,500		2,117	61.50%
1-01-4010-000 Health Insurance	43,467	58,000		14,533	74.94%
Subtotal (Benefits)	46,850	63,500	-	14,533	73.78%
Total Personnel Expenses	$ 91,250	$ 108,500	$ -	$ 15,133	84.10%
OPERATING EXPENSES:					
1-01-4050-000 Directors Travel, Seminars & Meetings	11,002	10,000		(1,002)	110.02%
Subtotal Operating Expenses	11,002	10,000	-	(1,002)	110.02%
Total O & M Expenses	$ 102,252	$ 118,500	$ -	$ 14,131	86.29%

Palmdale Water District
2015 Administration Budget
For the Nine Months Ending Wednesday, September 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-02-4000-000	Salaries	$ 677,066	$ 860,500		$ 183,434	78.68%
1-02-4000-100	Overtime	5,120	8,250		3,130	62.06%
1-02-4000-200	On-Call	64,567	67,500		2,933	95.65%
	Subtotal (Salaries)	$ 746,753	$ 936,250	$ -	$ 189,497	79.76%
Employee Benefits						
1-02-4005-000	Payroll Taxes	$ 48,341	$ 66,000		17,659	73.24%
1-02-4010-000	Health Insurance	100,321	134,000		33,679	74.87%
1-02-4015-000	PERS	208,496	169,000		(39,496)	123.37%
1-02-4020-000	Worker's Compensation	53,440	125,000		71,560	42.75%
1-02-4025-000	Vacation Benefit Expense	23,780	35,000		11,220	67.94%
1-02-4030-000	Life Insurance	5,581	8,000		2,419	69.77%
	Subtotal (Benefits)	$ 439,960	$ 537,000	$ -	$ 97,040	81.93%
	Total Personnel Expenses	$ 1,186,713	$ 1,473,250	$ -	$ 286,537	80.55%
OPERATING EXPENSES:						
1-02-4050-100	General Manager Travel	$ 5,451	$ 5,000		(451)	109.03%
1-02-4060-100	General Manager Conferences & Seminars	3,915	4,000		85	97.88%
1-02-4080-000	Other Operating	13,221	20,000		6,779	66.10%
1-02-4110-000	Consultants	122,995	175,000		52,005	70.28%
1-02-4125-000	Insurance	223,360	285,000		61,640	78.37%
1-02-4130-000	Bank Charges	109,075	140,000		30,925	77.91%
1-02-4135-000	Groundwater Adjudication	105,684	75,000		(30,684)	140.91%
1-02-4140-000	Legal Services	129,813	160,000		30,187	81.13%
1-02-4150-000	Accounting Services	20,995	25,000		4,005	83.98%
1-02-4165-000	Memberships/Subscriptions	91,460	210,000		118,540	43.55%
1-02-4175-000	Permits	13,139	10,000		(3,139)	131.39%
1-02-4180-000	Postage	15,834	27,500		11,666	57.58%
1-02-4190-100	Public Relations - Publications	9,083	35,000		25,917	25.95%
1-02-4190-900	Public Relations - Other	-	1,000		1,000	0.00%
1-02-4200-000	Advertising	2,347	3,500		1,153	67.06%
1-02-4205-000	Office Supplies	13,731	18,000		4,269	76.29%
1-02-4210-000	Office Furniture*	8,180	-	8,000	(180)	102.25%
	Subtotal Operating Expenses	$ 888,283	$ 1,194,000	$ 8,000	$ 313,717	73.90%
	Total Departmental Expenses	$ 2,074,996	$ 2,667,250	$ 8,000	$ 600,254	77.56%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Engineering Budget
For the Nine Months Ending Wednesday, September 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	$ 610,696	$ 809,000		$ 198,304	75.49%
1-03-4000-100 Overtime	3,024	6,750		3,726	44.79%
Subtotal (Salaries)	$ 613,720	$ 815,750		$ 202,030	75.23%
Employee Benefits					
1-03-4005-000 Payroll Taxes	47,440	61,000		13,560	77.77%
1-03-4010-000 Health Insurance	106,162	154,500		48,338	68.71%
1-03-4015-000 PERS	93,216	142,000		48,784	65.65%
Subtotal (Benefits)	$ 246,818	$ 357,500	$ -	$ 110,682	69.04%
Total Personnel Expenses	$ 860,537	$ 1,173,250	$ -	$ 312,713	73.35%
OPERATING EXPENSES:					
1-03-4155-000 Contracted Services	54,639	61,500		6,861	88.84%
1-03-4165-000 Memberships/Subscriptions	1,724	2,000		276	86.22%
1-03-4250-000 General Materials & Supplies	2,297	2,500		203	91.88%
1-03-8100-100 Computer Software - Maint. & Support*	3,875	13,500	(1,600)	9,625	28.71%
Subtotal Operating Expenses	$ 62,536	$ 79,500	$ (1,600)	$ 16,964	78.66%
Total Departmental Expenses	$ 923,073	$ 1,252,750	$ (1,600)	$ 329,677	73.68%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Facilities Budget
For the Nine Months Ending Wednesday, September 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-04-4000-000	Salaries	$ 1,414,103	$ 2,049,000		$ 634,897	69.01%
1-04-4000-100	Overtime	66,015	65,000		(1,015)	101.56%
	Subtotal (Salaries)	$ 1,480,117	$ 2,114,000	$ -	$ 633,883	70.02%
Employee Benefits						
1-04-4005-000	Payroll Taxes	114,780	157,000		42,220	73.11%
1-04-4010-000	Health Insurance	331,581	466,000		134,419	71.15%
1-04-4015-000	PERS	223,006	362,000		138,994	61.60%
	Subtotal (Benefits)	$ 669,366	$ 985,000	$ -	$ 315,634	67.96%
	Total Personnel Expenses	$ 2,149,484	$ 3,099,000	$ -	$ 949,516	69.36%
OPERATING EXPENSES:						
1-04-4155-000	Contracted Services	$ 101,353	$ 125,000		$ 23,647	81.08%
1-04-4175-000	Permits-Dams	3,508	50,000		46,492	7.02%
1-04-4215-100	Natural Gas - Wells & Boosters	152,480	236,000		83,520	
1-04-4215-200	Natural Gas - Buildings	3,720	9,000		5,280	41.34%
1-04-4220-100	Electricity - Wells & Boosters	1,173,855	1,515,000		341,145	
1-04-4220-200	Electricity - Buildings	72,011	75,000		2,989	96.01%
1-04-4225-000	Maint. & Repair - Vehicles	22,277	40,000		17,723	55.69%
1-04-4230-100	Maint. & Rep. Office Building	5,945	15,000		9,055	39.63%
1-04-4235-110	Maint. & Rep. Equipment	4,960	6,500		1,540	76.31%
1-04-4235-400	Maint. & Rep. Operations - Wells	64,635	75,000		10,365	86.18%
1-04-4235-405	Maint. & Rep. Operations - Boosters	22,648	50,000		27,352	45.30%
1-04-4235-410	Maint. & Rep. Operations - Shop Bldgs	1,396	10,000		8,604	13.96%
1-04-4235-415	Maint. & Rep. Operations - Facilities	19,784	15,000		(4,784)	131.89%
1-04-4235-420	Maint. & Rep. Operations - Water Lines	170,672	240,000		69,328	71.11%
1-04-4235-425	Maint. & Rep. Operations - Littlerock Dam	-	15,000		15,000	0.00%
1-04-4235-430	Maint. & Rep. Operations - Palmdale Dam	580	7,500		6,920	7.73%
1-04-4235-435	Maint. & Rep. Operations - Palmdale Canal	1,614	10,000		8,386	16.14%
1-04-4235-440	Maint. & Rep. Operations - Large Meters**	1,033	-	7,870	6,837	13.13%
1-04-4235-445	Maint. & Rep. Operations - Telemetry	6,160	2,250		(3,910)	273.76%
1-04-4235-450	Maint. & Rep. Operations - Hypo Generators	555	12,000		11,445	4.63%
1-04-4235-455	Maint. & Rep. Operations - Heavy Equipment	33,137	35,000		1,863	94.68%
1-04-4235-460	Maint. & Rep. Operations - Storage Reservoirs	2,615	5,000		2,385	52.29%
1-04-4235-470	Maint. & Rep. Operations - Meters Exchanges**	78,347	-	211,950	133,603	36.96%
1-04-4250-100	General Supplies - Hot Tapping Program	5,549	-		(5,549)	
1-04-4270-300	Telecommunication - Other	2,717	2,750		33	98.80%
1-04-4300-200	Testing - Large Meters**	9,935	-	10,955	1,020	90.69%
1-04-4300-300	Testing - Edison Testing	-	6,000		6,000	0.00%
1-04-6000-000	Waste Disposal	11,346	25,000		13,654	45.38%
1-04-6100-100	Fuel and Lube - Vehicle	65,926	130,000		64,074	50.71%
1-04-6100-200	Fuel and Lube - Machinery	31,027	43,000		11,973	72.16%
1-04-6200-000	Uniforms	20,588	22,500		1,912	91.50%
1-04-6300-100	Supplies - General	43,535	47,500		3,965	91.65%
1-04-6300-200	Supplies - Hypo Generators	371	6,500		6,129	5.71%
1-04-6300-300	Supplies - Electrical	283	3,000		2,717	9.45%
1-04-6300-400	Supplies - Telemetry	4,965	5,000		35	99.30%
1-04-6300-800	Supplies - Construction Materials	36,331	35,000		(1,331)	103.80%
1-04-6400-000	Tools	18,336	12,000		(6,336)	152.80%
1-04-7000-100	Leases -Equipment	11,779	12,500		721	94.23%
	Subtotal Operating Expenses	$ 2,205,975	$ 2,899,000	$ 230,775	$ 923,800	70.48%
	Total Departmental Expenses	$ 4,355,458	$ 5,998,000	$ 230,775	$ 1,873,317	69.92%

** Budget adjustment by Board action 04/08/15

Palmdale Water District
2015 Operation Budget
For the Nine Months Ending Wednesday, September 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-05-4000-000	Salaries	$ 797,125	$ 1,104,500		$ 307,375	72.17%
1-05-4000-100	Overtime	40,701	53,750		13,049	75.72%
	Subtotal (Salaries)	$ 837,825	$ 1,158,250	$ -	$ 320,425	72.34%
Employee Benefits						
1-05-4005-000	Payroll Taxes	63,572	90,750		27,178	70.05%
1-05-4010-000	Health Insurance	158,692	200,000		41,308	79.35%
1-05-4015-000	PERS	125,488	203,000		77,512	61.82%
	Subtotal (Benefits)	$ 347,752	$ 493,750	$ -	$ 145,998	70.43%
	Total Personnel Expenses	$ 1,185,578	$ 1,652,000	$ -	$ 466,422	71.77%
OPERATING EXPENSES:						
1-05-4155-000	Contracted Services*	$ 77,529	$ 67,500	$ 12,200	$ 2,171	97.28%
1-05-4175-000	Permits	12,620	40,000		27,380	31.55%
1-05-4215-200	Natural Gas - WTP	714	3,000		2,286	23.80%
1-05-4220-200	Electricity - WTP	117,736	125,000		7,264	94.19%
1-05-4230-110	Maint. & Rep. - Office Equipment	-	500		500	0.00%
1-05-4235-110	Maint. & Rep. Operations - Equipment	11,649	11,500		(149)	101.29%
1-05-4235-410	Maint. & Rep. Operations - Shop Bldgs	720	6,000		5,280	12.00%
1-05-4235-415	Maint. & Rep. Operations - Facilities	62,587	45,000		(17,587)	139.08%
1-05-4235-450	Maint. & Rep. Operations - Hypo Generator	-	18,000		18,000	0.00%
1-05-4235-500	Maint. & Rep. Operations - Wind Turbine	6,375	6,000		(375)	106.25%
1-05-4236-000	Palmdale Lake Management*	21,650	15,000	10,000	3,350	86.60%
1-05-6000-000	Waste Disposal	11,024	14,000		2,976	78.74%
1-05-6200-000	Uniforms	11,352	12,000		648	94.60%
1-05-6300-100	Supplies - General	7,840	15,000		7,160	52.27%
1-05-6300-600	Supplies - Lab	32,654	35,000		2,346	93.30%
1-05-6300-700	Outside Lab Work	60,050	64,000		3,950	93.83%
1-05-6400-000	Tools	7,404	6,500		(904)	113.90%
1-05-6500-000	Chemicals*	288,676	485,000	(22,200)	174,124	62.38%
1-05-7000-100	Leases -Equipment	850	3,000		2,150	28.35%
	Subtotal Operating Expenses	$ 731,428	$ 972,000	$ -	$ 240,572	75.25%
	Total Departmental Expenses	$ 1,917,006	$ 2,624,000	$ -	$ 706,994	73.06%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Finance Budget
For the Nine Months Ending Wednesday, September 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-06-4000-000	Salaries**	$ 629,377	$ 1,546,000	$ (727,000)	$ 189,623	76.85%
1-06-4000-100	Overtime**	4,124	19,000	(13,500)	1,376	74.97%
	Subtotal (Salaries)	$ 633,500	$ 1,565,000	$ (740,500)	$ 191,000	76.83%
Employee Benefits						
1-06-4005-000	Payroll Taxes**	48,364	118,500	(54,000)	16,136	74.98%
1-06-4010-000	Health Insurance**	117,266	316,000	(173,000)	25,734	82.00%
1-06-4015-000	PERS**	114,197	297,000	(132,000)	50,803	69.21%
	Subtotal (Benefits)	$ 279,827	$ 731,500	$ (359,000)	$ 92,673	75.12%
	Total Personnel Expenses	$ 913,327	$ 2,296,500	$ (1,099,500)	$ 283,673	76.30%
OPERATING EXPENSES:						
1-06-4155-000	Contracted Services **	$ 9,027	$ 24,750	$ (16,950)	$ (1,227)	115.73%
1-06-4155-100	Contracted Services - Infosend	156,502	205,000		48,498	76.34%
1-06-4165-000	Memberships/Subscriptions	110	500		390	22.00%
1-06-4230-110	Maintenance & Repair - Office Equipment**	-	1,000	(500)	500	0.00%
1-06-4235-440	Maint. & Rep. Operations - Large Meters**	2,129	10,000	(7,870)	1	99.97%
1-06-4235-470	Maint. & Rep. Operations - Meter Exchanges**	138,045	350,000	(211,950)	5	100.00%
1-06-4250-000	General Material & Supplies**	1,812	6,000	(1,500)	2,688	40.26%
1-06-4260-000	Business Forms**	7,697	10,000	(3,500)	(1,197)	118.42%
1-06-4270-100	Telecommunication - Office	13,285	12,000		(1,285)	110.70%
1-06-4270-200	Telecommunication - Cellular Stipend	13,470	17,000		3,530	79.24%
1-06-4300-200	Testing - Large Meter Testing**	4,044	15,000	(10,955)	1	99.98%
1-06-7000-100	Leases - Equipment	1,845	3,000		1,155	61.50%
	Subtotal Operating Expenses	$ 347,966	$ 654,250	$ (253,225)	$ 53,059	86.77%
	Total Departmental Expenses	$ 1,261,293	$ 2,950,750	$ (1,352,725)	$ 336,732	78.93%

** Budget adjustment by Board action 04/08/15

Palmdale Water District
2015 Water Conservation Budget
For the Nine Months Ending Wednesday, September 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-07-4000-000	Salaries	$ 129,414	$ 175,000		$ 45,586	73.95%
1-07-4000-100	Overtime	812	1,000		188	81.21%
	Subtotal (Salaries)	$ 130,226	$ 176,000		$ 45,774	73.99%
Employee Benefits						
1-07-4005-000	Payroll Taxes	10,007	13,500		3,493	74.13%
1-07-4010-000	Health Insurance	28,909	38,000		9,091	76.08%
1-07-4015-000	PERS	13,019	20,000		6,981	65.10%
	Subtotal (Benefits)	$ 51,935	$ 71,500	$ -	$ 19,565	72.64%
	Total Personnel Expenses	$ 182,161	$ 247,500	$ -	$ 65,151	73.60%
OPERATING EXPENSES:						
1-07-4190-300	Public Relations - Landscape Workshop/Training	$ 98	$ 1,000		$ 902	9.75%
1-07-4190-400	Public Relations - Contests	602	1,000		398	60.19%
1-07-4190-500	Public Relations - Education Programs	-	2,500		2,500	0.00%
1-07-4190-700	Public Relations -General Media	37,128	25,000		(12,128)	148.51%
1-07-4190-900	Public Relations - Other	35,101	2,000		(33,101)	1755.07%
1-07-4500-000	Drought Enforcement	351	-		(351)	
1-07-6300-100	Supplies - Misc.	3,376	5,000		1,624	67.52%
	Subtotal Operating Expenses	$ 76,656	$ 36,500	$ -	$ (40,156)	210.02%
	Total Departmental Expenses	$ 258,817	$ 284,000	$ -	$ 24,995	91.13%

Palmdale Water District
2015 Human Resources Budget
For the Nine Months Ending Wednesday, September 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-08-4000-000	Salaries	$ 114,563	$ 101,000		$ (13,563)	113.43%
Employee Benefits						
1-08-4005-000	Payroll Taxes	8,794	7,750		(1,044)	113.46%
1-08-4010-000	Health Insurance	14,024	18,000		3,976	77.91%
1-08-4015-000	PERS	5,101	6,500		1,399	78.47%
	Subtotal (Benefits)	$ 27,918	$ 32,250	$ -	$ 4,332	86.57%
	Total Personnel Expenses	$ 142,481	$ 133,250	$ -	$ (9,231)	106.93%
OPERATING EXPENSES:						
1-08-4050-000	Staff Travel	$ 21,070	$ 25,250		$ 4,180	83.45%
1-08-4060-000	Staff Conferences & Seminars	15,716	20,500		4,784	76.66%
1-08-4070-000	Employee Expense	58,136	40,000		(18,136)	145.34%
1-08-4095-000	Employee Recruitment	1,689	3,000		1,311	56.30%
1-08-4100-000	Employee Retention	9,303	20,000		10,697	46.51%
1-08-4105-000	Employee Relations	2,727	3,500		773	77.91%
1-08-4110-000	Consultants	-	1,000		1,000	0.00%
1-08-4120-100	Training-Safety	39,231	30,000	5,000	(4,231)	112.09%
1-08-4120-200	Training-Speciality	14,525	26,000	(5,000)	6,475	69.17%
1-08-4121-000	Safety Program	200	1,000		800	20.02%
1-08-4165-000	Membership/Subscriptions	499	1,600		1,101	31.19%
1-08-4165-100	HR/Safety Publications	154	1,000		846	15.44%
1-08-6300-500	Supplies - Safety	15,589	20,000		4,411	77.95%
	Subtotal Operating Expenses	$ 178,840	$ 192,850	$ -	$ 14,010	92.74%
	Total Departmental Expenses	$ 321,321	$ 326,100	$ -	$ 4,779	98.53%

Palmdale Water District
2015 Information Technology Budget
For the Nine Months Ending Wednesday, September 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	$ 166,410	$ 221,500		$ 55,090	75.13%
1-09-4000-100 Overtime	2,034	2,500		466	81.35%
Subtotal (Salaries)	$ 168,444	$ 224,000		$ 55,556	75.20%
Employee Benefits					
1-09-4005-000 Payroll Taxes	12,959	17,000		4,041	76.23%
1-09-4010-000 Health Insurance	28,720	37,500		8,780	76.59%
1-09-4015-000 PERS	28,965	44,000		15,035	65.83%
Subtotal (Benefits)	$ 70,643	$ 98,500	$ -	$ 27,857	71.72%
Total Personnel Expenses	$ 239,088	$ 322,500	$ -	$ 82,946	74.14%
OPERATING EXPENSES:					
1-09-4155-000 Contracted Services	$ 67,751	$ 125,000		$ 57,249	54.20%
1-09-4165-000 Memberships/Subscriptions	1,410	1,000		(410)	141.00%
1-09-4270-000 Telecommunications	56,902	77,750		20,848	73.19%
1-09-8000-100 Computer Equipment - Computers	17,426	20,000		2,574	87.13%
1-09-8000-200 Computer Equipment - Laptops*	6,213	5,000	1,600	387	94.14%
1-09-8000-300 Computer Equipment - Monitors	-	2,000		2,000	0.00%
1-09-8000-500 Computer Equipment - Toner Cartridges	613	3,000		2,387	20.43%
1-09-8000-550 Computer Equipment - Telephony	362	2,500		2,138	14.48%
1-09-8000-600 Computer Equipment - Other	3,542	20,000		16,458	17.71%
1-09-8100-100 Computer Software - Maint. and Support	44,196	44,000		(196)	100.45%
1-09-8100-140 Computer Software - Starnik	84,475	110,000		25,525	76.80%
1-09-8100-150 Computer Software - Dynamics GP Support	46,333	36,000		(10,333)	128.70%
1-09-8100-200 Computer Software - Software and Upgrades	10,766	14,000		3,234	76.90%
Subtotal Operating Expenses	$ 339,988	$ 460,250	$ 1,600	$ 121,862	73.61%
Total Departmental Expenses	$ 579,076	$ 782,750	$ 1,600	$ 204,808	73.83%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Customer Care Budget
For the Nine Months Ending Wednesday, September 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries**	$ 526,496	$ -	$ 727,000	$ 200,504	72.42%
1-10-4000-100 Overtime**	5,274	-	13,500	8,226	39.07%
Subtotal (Salaries)	$ 531,771	$ -	$ 740,500	$ 208,729	71.81%
Employee Benefits					
1-10-4005-000 Payroll Taxes**	42,355	-	54,000	11,645	78.43%
1-10-4010-000 Health Insurance**	128,102	-	173,000	44,898	74.05%
1-10-4015-000 PERS**	83,327	-	132,000	48,673	63.13%
Subtotal (Benefits)	$ 253,783	$ -	$ 359,000	$ 105,217	70.69%
Total Personnel Expenses	$ 785,554	$ -	$ 1,099,500	$ 313,946	71.45%
OPERATING EXPENSES:					
1-10-4155-000 Contracted Services**	$ 13,283	$ -	$ 16,950	$ 3,667	78.36%
1-10-4230-110 Maintenance & Repair-Office Equipment**	-	-	500	500	0.00%
1-10-4250-000 General Material & Supplies**	5,973	-	1,500	(4,473)	398.17%
1-10-4260-000 Business Forms**	1,471	-	3,500	2,029	42.03%
Subtotal Operating Expenses	$ 20,726	$ -	$ 22,450	$ 1,724	92.32%
Total Departmental Expenses	$ 806,280	$ -	$ 1,121,950	$ 315,670	71.86%

** Budget adjustment by Board action 04/08/15

Project Payment Schedule

Updated: November 4, 2015

= Approved for Payment
= 2014 Budget Carryover

Planned Expenses	2015 Budget	Payee	Approved Contract	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	2016 Carryover
Committed Contracts / Projects																	
Water Revenue Bond Projects	-	BV Construstion and City of Palmdale	748,184														748,184
Storage Tank Maintenance (Year 2 of 6) - RCP03	330,000	Superior Tank	330,000												300,000		
Water System Master Plan Update (WO# 14-404) - PL02	45,000	MWH	196,043	9,363		18,599	5,370	4,477		2,098	12,223	13,146			50,178		
Meter Replacement Program (Purchase 2014 Carry Over)		Inland Waterworks	788,148	416,782	314,597												
Meter Replacement Program (Purchase 2015) - RCP01	900,000	Inland Waterworks	784,447				454,752		329,695								
Meter Replacement Program (Installation) - RCP02	325,000	Bob O Construction	153,985						23,171	50,702	27,677	45,120	4,615				
Hydrologic and Energy Database - PL04	67,000	DCSE	69,730						28,500	19,160					22,070		
3-Inch Air Diaphram Pump - NE03	5,000		5,000				5,000										
Emergency Repair of Storage Tank at Well 18/19 Site	-	Superior Tank	55,000												55,000		
Brine Storage Tanks - RCP07	125,000	Evoqua	136,250						25,000			95,375					
NaOCL Generator Replacement - RCP08	150,000	D&H / Evoqua	162,855								85,892	69,429					
Dredging @ Lake Outlet Structure / Mechanical Repairs	-	Fontaine	25,000			57,115									25,000		
Lobby Schematic Design	-	Itzen	56,600		7,124		13,424	6,948				7,000			22,104		
Security Improvement Project (Feasibility/Design/Inspection)	-	Exante 360			5,000	2,000				3,868	560	4,235	1,120	8,840	10,818		
Security System Upgrades - PRO05	250,000	Siemens	259,816												259,816		
Natural Gas Engine Emissions Analyzer - NE10	15,000	Murcal	13,335			13,335											
Generator/Engine Emissions (Well No. 2A and 3A) - SF05	20,000	Murcal	19,316				19,316										
Well No. 7A Electrical Transformer - RCP10	35,000	CED	19,511				19,511										
Production Flow Meter Replacement - RCP09	25,000	Harrington	40,303									40,303					
Diesel Tamper - RE03	5,000	Dowd Supply	4,268				4,268										
HVAC at WTP - PRO10	10,000	Circulating Air	8,980							8,182							
Shop/Mechanic Truck w/ Crane and Compressor - NE05	100,000	Five Star Ford	101,599							101,599							
Fleet Lighting Improvements (Phase 1 of 3) - SF03	10,000	TBD	10,000								1,014				2,995	2,995	
Shop Tools - NE02	25,000	TBD	25,000							1,700	606		18,570				
Replacement Fleet (4) 3/4 Ton Trucks		Wondries	143,751				143,751										
Replacement Vehicles/Fleet - RE02	30,000	TBD	30,000												30,000		
AC Pipe Disposal		Alliance	26,875												26,875		
Valve Exercising Truck - NE08	100,000	Wondries/CTEC	119,219												80,000	40,000	
docSTAR Smart Automation Project		docSTAR			4,331	15,259											
Subtotal	**2,572,000**	**---**	**4,333,215**	**426,145**	**331,052**	**106,308**	**665,392**	**11,425**	**406,366**	**187,309**	**127,972**	**274,609**	**24,305**	**8,840**	**884,856**	**42,995**	**748,184**
Budgeted Projects																	
Well No. 15 Rehabilitation - RCP13	300,000	TBD	TBD												100,000	200,000	
Well No. 30 Rehabilitation - RCP12	50,000	TBD	TBD												50,000		
2015 Urban Water Management Plan Update - PL01	40,000	TBD	TBD													10,000	90,000
2014 Water System Master Plan Update (EIR) - PL03	140,000	TBD	TBD														140,000
ARC Flash Hazard Analysis - SF01	62,000	TBD	TBD												10,000	10,000	40,000
Palmdale Ditch Improvements - RCP05	75,000	TBD	TBD														25,000
Parking Lot Re-Surfacing - RCP-4	100,000	TBD	TBD														110,000
Subtotal	**767,000**	**---**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**160,000**	**220,000**	**405,000**
Water Quality Fee Funded Projects																	
GAC Replacement at WTP - F400 and Reactivated	806,500	Calgon	806,500	275,350			297,759									485,000	
GAC Replacement at WTP - AC1230CX	300,000	Evoqua	300,000					298,286									
GAC Replacement at Underground Booster Station	40,000	Evoqua	40,000												40,000		
Subtotal	**1,146,500**	**---**	**1,146,500**	**275,350**	**-**	**-**	**297,759**	**298,286**	**-**	**-**	**-**	**-**	**-**	**-**	**40,000**	**485,000**	

TOTALS			Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Monthly Planned Expenses (Including Water Quality)	---	---	5,479,715	701,495	331,052	655,335	963,151	309,711	406,366	187,309	127,972	274,609	24,305	8,840	1,084,856	747,995
TOTAL Monthly 2014 Carryover Projects (Excluding Water Quality)	---	---	4,333,215	426,145	467,679	90,973										
TOTAL 2015 YTD Budgeted Expenses (Including Water Quality)	----	---			7,124	662,459	1,625,610	1,935,321	2,341,687	2,528,996	2,656,967	2,931,576	2,955,881	2,964,721	4,049,577	4,797,572

Water Revenue Bond - Series 2013A

Updated: November 4, 2015

Project	Work Order	Description	Allocated Based on Bond	Contractual Commitment	Payout to Date	Grant Funds/Operating Budget	Uncommitted Bond $
Spec. 1204	603-12	Ave. Q - Q-3, Division and Sumac	$ 725,000	$ 765,085	$ 765,085	$ -	$ (40,085)
Spec. 1201	606-11	20th, Puerta, Sweetbriar, and 22nd St. E.	$ 1,450,000	$ 1,487,261	$ 1,487,261	$ -	$ (37,261)
Spec. 1205	605-12	Frontier, 31st St. E., etc. between Ave. Q and Q-4	$ 1,200,000	$ 1,239,232	$ 1,066,353	$ 485,000	$ (39,232)
Spec. 1207	607-12	10th St. E. between Ave. P and Palmdale Blvd.	$ 1,400,000	$ 1,327,806	$ 1,327,806	$ -	$ 72,194
LRDSR	501-04	Littlerock Sediment Removal (EIR/EIS/Permits)	$ 975,000	$ 515,925	$ 512,133	$ -	$ 459,075
LCGRRP	400-12	Littlerock Recharge and Recovery (Feasibility)	$ 1,500,000	$ 769,891	$ 769,891	$ -	$ 730,109
UAR	TBD	Upper Amargosa Recharge (Project Capacity)	$ 1,250,000	$ 1,250,000	$ 93,380	$ 263,184	$ -
Spec. 0905	601-09	15th St. E. between Ave. P and Ave. Q (Material)	$ -	$ 362,984	$ 362,984	$ -	$ (362,984)
PRGRRP	501-04	Palmdale Regional Recharge and Recovery (Permits)	$ -	$ 1,530,000	$ 810,547		$ (1,530,000)
Totals:			**$ 8,500,000**	**$ 9,248,184**	**$ 7,195,440**	**$ 748,184**	**$ (748,184)**

Requisition No.	Payee	Date Approved	Invoice No.	Project	Payment Amount
2	Issuance Costs	Jul 8, 2013	N/A	WRB	$ 24,815.84
3	BV Construction - Progress Payment #1	Jul 9, 2013	1	Spec. 1204	$ 98,552.53
4	JT Eng. - Design Progress Payment	Jul 17, 2013	5187	Spec. 1207	$ 9,108.00
5	BV Construction - Progress Payment #2	Aug 5, 2013	2	Spec. 1204	$ 145,175.44
6	BV Construction - Progress Payment #3-4	Sep 4, 2013	3 and 4	Spec. 1204	$ 167,790.43
7	Aspen - EIR/EIS Progress Payment	Sep 30, 2013	1116.002-01	LRDSR	$ 18,499.60
8	BV Construction - Progress Payment #5	Sep 30, 2013	5	Spec. 1204	$ 46,862.08
9	BV Construction - Progress Payment #6	Oct 24, 2013	6	Spec. 1204	$ 51,052.05
10	Aspen - EIR/EIS Progress Payment	Oct 24, 2013	1116.002-02	LRDSR	$ 8,410.32
11	BV Construction - Progress Payment #7	Nov 7, 2013	7	Spec. 1204	$ 87,960.50
12	BV Construction - Progress Payment #8	Dec 4, 2013	8	Spec. 1204	$ 70,650.08
13	Aspen - EIR/EIS Progress Payment	Dec 4, 2013	1116.002-03	LRDSR	$ 11,054.97
14	Kennedy/Jenks - Progress Payment	Jan 2, 2014	78236	LCGRRP	$ 24,066.25
14	BV Construction - Progress Payment #1	Jan 2, 2014	1	Spec. 1201	$ 29,925.00
14	BV Construction - Progress Payment #9	Jan 2, 2014	9	Spec. 1204	$ 58,787.84
14	Aspen - EIR/EIS Progress Payment	Jan 2, 2014	1116.002-04	LRDSR	$ 36,178.95
14	JT Eng. - Design Progress Payment	Jan 2, 2014	5200	Spec. 1207	$ 9,518.00
15	BV Construction - Progress Payment #2 & #3	Jan 21, 2014	2 & 3	Spec. 1201	$ 114,095.00
16	Aspen - EIR/EIS Progress Payment	Feb 24, 2014	1116.002-05	LRDSR	$ 4,917.47
16	BV Construction - Progress Payment #4 & #5	Feb 24, 2014	4 & 5	Spec. 1201	$ 131,743.15
17	BV Construction - Retention Payment	Mar 3, 2014	10	Spec. 1204	$ 38,254.26
17	Kennedy/Jenks - Progress Payment	Mar 3, 2014	79010 & 80391	LCGRRP	$ 113,652.66
18	BV Construction - Progress Payment #6	Mar 31, 2014	6	Spec. 1201	$ 126,834.50
18	Aspen - EIR/EIS Progress Payment	Mar 31, 2014	1116.002-06 and 07	LRDSR	$ 17,080.04
19	Kennedy/Jenks - Progress Payment	Apr 16, 2014	78236	LCGRRP	$ 28,228.60
19	BV Construction - Progress Payment #7	Apr 16, 2014	7	Spec. 1201	$ 252,741.80
20	BV Construction - Progress Payment #8	May 15, 2014	8	Spec. 1201	$ 69,825.00
20	Aspen - EIR/EIS Progress Payment	May 15, 2014	1116.002-08	LRDSR	$ 33,388.96
20	Kennedy/Jenks - Progress Payment	May 15, 2014	82422 & 80900	LCGRRP	$ 135,858.74
21	BV Construction - Progress Payment #9	Jun 4, 2014	9	Spec. 1201	$ 67,260.00
21	Aspen - EIR/EIS Progress Payment	Jun 4, 2014	1116.002-09	LRDSR	$ 31,845.93
22	BV Construction - Progress Payment #10	Jun 30, 2014	10	Spec. 1201	$ 139,498.00
23	Kennedy/Jenks - Progress Payment	Jun 30, 2014	83735	LCGRRP	$ 30,172.21
23	Aspen - EIR/EIS Progress Payment	Jun 30, 2014	1116.002-10	LRDSR	$ 10,672.32
24	BV Construction - Progress Payment #11	Jul 21, 2014	11	Spec. 1201	$ 141,217.50
24	Kennedy/Jenks - Progress Payment	Jul 21, 2014	84147	LCGRRP	$ 26,431.83
24	Aspen - EIR/EIS Progress Payment	Jul 21, 2014	1116.002-11	LRDSR	$ 6,274.20
25	BV Construction - Progress Payment #12	Aug 19, 2014	12	Spec. 1201	$ 84,386.60

25	Aspen - EIR/EIS Progress Payment	Aug 19, 2014	1116.002-12	LRDSR	$ 11,115.51
26	BV Construction - Progress Payment #13	Sept 10, 2014	13	Spec. 1201	$ 47,654.85
26	Aspen - EIR/EIS Progress Payment	Sept 10, 2014	1116.002-13	LRDSR	$ 37,715.30
27	BV Construction - Progress Payment #14	Sept 29, 2014	14	Spec. 1201	$ 122,741.90
27	PWD - Reimbursement	Sept 29, 2014	N/A	Spec. 0905	$ 260,611.31
28	Cedro Construction - Progress Payment #1	Oct 14, 2014	1	Spec. 1207	$ 310,752.41
28	City of Palmdale - Recharge Project	Oct 14, 2014	PWD-2014	UAR	$ 38,402.47
29	Aspen - EIR/EIS Progress Payment	Oct 23, 2014	1116.002-14	LRDSR	$ 56,223.72
29	Kennedy/Jenks - Progress Payment	Oct 23, 2014	87036	LCGRRP	$ 80,732.32
30	BV Construction - Progress Payment #15	Nov 12, 2014	15	Spec. 1201	$ 84,974.65
30	Aspen - Bio and Cultural Report	Nov 12, 2014	3277.001-01	Spec. 1205	$ 10,608.08
30	Cedro Construction - Progress Payment #2	Nov 12, 2014	2	Spec. 1207	$ 195,802.84
31	ANM Construction - Paving	Nov 17, 2014	011115-1	Spec. 0905	$ 102,373.00
32	Aspen - Bio and Cultural Report	Nov 26, 2014	3277.001-02	Spec. 1205	$ 1,147.81
32	Aspen - EIR/EIS Progress Payment	Nov 26, 2014	1116.002-15	LRDSR	$ 76,161.79
33	Kennedy/Jenks - Progress Payment	Dec 29, 2014	88741	LCGRRP	$ 71,831.14
33	BV Construction - Progress Payment #16 (Retention)	Dec 29, 2014	16 - Retention	Spec. 1201	$ 74,363.05
33	Aspen - EIR/EIS Progress Payment	Dec 29, 2014	1116.002-16	LRDSR	$ 6,136.99
34	Cedro Construction - Progress Payment #3	Jan 7, 2015	3	Spec. 1207	$ 294,189.21
35	BV Construction - Progress Payment #1	Jan 26, 2015	1	Spec. 1205	$ 152,445.08
35	Aspen - EIR/EIS Progress Payment	Jan 26, 2015	1116.002-17	LRDSR	$ 13,105.63
36	Kennedy/Jenks - Progress Payment	Feb 2, 2015	89538	LCGRRP	$ 78,066.17
37	BV Construction - Progress Payments #2 and #3	Feb 19, 2015	2 and 3	Spec. 1205	$ 195,962.20
37	Aspen - EIR/EIS Progress Payment	Feb 19, 2015	1116.002-18	LRDSR	$ 8,814.60
38	BV Construction - Progress Payment #4	Mar 9, 2015	4	Spec. 1205	$ 123,500.00
38	Cedro Construction - Progress Payment #4	Mar 9, 2015	4	Spec. 1207	$ 70,371.25
39	BV Construction - Progress Payment #5	Mar 31, 2015	5	Spec. 1205	$ 144,210.00
39	Aspen - EIR/EIS Progress Payment	Mar 31, 2015	1116.002-19	LRDSR	$ 12,057.52
39	Kennedy/Jenks - Progress Payment	Mar 31, 2015	90983	LCGRRP	$ 134,407.47
40	Cedro Construction - Progress Payment #5	Apr 13, 2015	5	Spec. 1207	$ 116,680.99
41	BV Construction - Progress Payment #6	Apr 27, 2015	6	Spec. 1205	$ 125,003.43
41	Aspen - EIR/EIS Progress Payment	Apr 27, 2015	1116.002-20	LRDSR	$ 7,540.62
42	Cedro Construction - Progress Payment #6	May 19, 2015	6	Spec. 1207	$ 103,592.13
43	BV Construction - Progress Payment #7	Jun 8, 2015	7	Spec. 1205	$ 72,296.90
43	Aspen - Native American Monitoring	Jun 8, 2015	3277.001-03	Spec. 1205	$ 7,702.52
43	Aspen - EIR/EIS Progress Payment	Jun 8, 2015	1116.002-21	LRDSR	$ 44,109.14
44	Aspen - EIR/EIS Progress Payment	Jun 23, 2015	1116.002-22	LRDSR	$ 34,285.59
44	Cedro Construction - Progress Payment #7	Jun 23, 2015	7	Spec. 1207	$ 60,299.73
45	BV Construction - Progress Payment #8	Jul 15, 2015	8	Spec. 1205	$ 111,492.00
45	Kennedy/Jenks - Progress Payment	Jul 15, 2015	93555	LCGRRP	$ 46,443.99
45	Kennedy/Jenks - Progress Payment	Jul 15, 2015	93556	PRGRRP	$ 251,714.21
46	Aspen - EIR/EIS Progress Payment	Jul 21, 2015	1116.002-23	LRDSR	$ 16,484.80
46	Aspen - Native American Monitoring	Jul 21, 2015	3277.001-04	Spec. 1205	$ 4,152.75
46	City of Palmdale - Recharge Project	Jul 21, 2015	PWD-2015	UAR	$ 54,977.18
47	BV Construction - Progress Payment #9	Aug 11, 2015	9	Spec. 1205	$ 107,542.76
47	Kennedy/Jenks - Progress Payment	Aug 11, 2015	94435	PRGRRP	$ 238,422.35
48	Aspen - EIR/EIS Progress Payment	Sept 14, 2015	1116.002-24	LRDSR	$ 9,024.21
48	Cedro Construction - Final Payment/Retention	Sept 14, 2015	Final Retention	Spec. 1207	$ 157,491.76
49	Aspen - EIR/EIS Progress Payment	Sept 28, 2015	1116.002-25	LRDSR	$ 1,034.50
49	Kennedy/Jenks - Progress Payment	Sept 28, 2015	95632	PRGRRP	$ 190,705.91
50	Aspen - Native American Monitoring	Oct. 12, 2015	3277.001-05	Spec. 1205	$ 5,581.50
50	BV Construction - Progress Payment #10	Oct. 12, 2015	10	Spe. 1205	$ 92,241.20
51	Aspen - Native American Monitoring	Nov. 5, 2015	3277.001-06	Spec. 1205	$ 4,707.50
51	Kennedy/Jenks - Progress Payment	Nov. 5, 2015	96460	PRGRRP	$ 129,704.49

PALMDALE WATER DISTRICT

2016 BUDGET (16,500 Acre Foot - 5.5% Increase)

	PROPOSED 2016	PROJECTED 2015	BUDGET[2] 2015	ACTUAL 2014	ACTUAL 2013	ACTUAL 2012
Operating Revenue						
Wholesale Water (AVEK & LCID)	160,000	100,000	225,000	218,627	192,316	50,345
Retail Water	20,998,000	19,666,000	21,728,000	21,647,741	22,289,376	21,272,059
Other Operating Revenue	960,000	1,250,000	1,450,000	1,377,953	1,670,371	1,339,084
	22,118,000	21,016,000	23,403,000	23,244,320	24,152,063	22,661,487
Operating Expenses						
Departmental Salaries (Includes Overtime)	7,223,500	7,178,450	7,191,000	6,837,471	6,525,528	6,581,456
Departmental Taxes & Program Benefits	701,000	677,325	705,000	646,579	638,641	533,543
Departmental Healthcare	1,411,250	1,367,350	1,422,000	1,379,012	1,442,138	1,500,491
Departmental CalPERS	1,310,250	1,213,900	1,243,500	1,228,920	1,065,484	1,190,148
Departmental Operating Expenses	6,917,350	6,067,175	6,827,350	7,002,691	6,032,849	5,980,632
Water Purchases & Recovery (OAP Included)	1,675,000	1,279,000	2,550,000	1,959,115	2,072,169	3,219,959
Water Quality (GAC Media)	1,000,000	1,121,045	1,146,500	1,204,922	1,133,176	1,550,184
Capitalized Expenditures	-	878,000	1,896,000	753,615	726,135	713,641
Cash Expenses	20,238,350	19,782,245	22,981,350	21,012,326	19,636,120	21,270,054
Non-Cash Expenses	8,625,000	9,358,000	7,675,000	7,651,539	7,972,883	8,556,168
Net Operating Income/(Loss)	(6,745,350)	(8,124,245)	(7,253,350)	(5,419,544)	(3,456,940)	(7,164,735)
Non-operating Revenues	7,163,000	8,526,250	7,240,000	7,367,714	6,584,573	8,090,243
Non-operating Expenses	4,666,000	4,630,115	3,990,000	4,982,994	3,888,167	4,045,482
Net Non-operating Income/(Loss)	2,497,000	3,896,135	3,250,000	2,384,720	2,696,406	4,044,761
Net Earnings(Loss)	(4,248,350)	(4,228,110)	(4,003,350)	(3,034,825)	(760,535)	(3,119,974)

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PALMDALE WATER DISTRICT
2016 BUDGET (16,500 Acre Foot - 5.5% Increase)

		PROPOSED 2016	PROJECTED 2015	BUDGET [2] 2015	ACTUAL 2014	ACTUAL 2013	ACTUAL 2012
Operating Revenue							
Wholesale Water (AVEK & LCID)		160,000	100,000	225,000	218,627	192,316	50,345
Water Sales		7,345,000	6,745,000	8,550,500	8,283,444	9,025,493	8,732,110
Meter Fees		12,253,000	11,658,000	11,506,000	11,321,843	11,059,700	10,318,032
Water Quality Fees		1,000,000	893,000	1,146,500	1,564,800	1,650,551	1,658,418
Elevation Fees		400,000	370,000	525,000	477,654	553,631	563,499
Other		960,000	1,250,000	1,450,000	1,377,953	1,670,371	1,339,084
		22,118,000	21,016,000	23,403,000	23,244,320	24,152,063	22,661,487
Operating Expenses							
Directors		128,500	139,000	118,500	145,332	102,406	109,815
Administration		3,107,500	2,801,250	2,667,250	2,488,872	2,195,303	2,499,320
Engineering		1,220,750	1,202,500	1,252,150	1,086,084	1,265,376	1,155,799
Facilities		6,551,750	5,902,250	6,558,775	3,711,042	2,926,478	3,305,594
Operations		2,475,750	2,299,570	2,622,000	5,341,789	5,230,842	4,738,208
Finance		1,139,750	1,545,455	1,598,025	3,048,759	2,907,898	2,840,351
Water Conservation		292,500	298,750	284,000	180,027	237,710	223,804
Human Resources		437,600	415,775	381,850	252,531	199,673	192,206
Information Technology		858,500	742,100	784,350	840,237	638,953	721,173
Customer Care		1,350,750	1,157,550	1,121,950	-	-	-
Water Purchases	[3]	2,000,000	1,890,000	2,400,000	2,385,951	2,247,247	3,614,861
OAP Chrg (Prior Year)		150,000	(36,000)	250,000	683	436,485	-
Water Recovery		(475,000)	(575,000)	(100,000)	(427,519)	(611,563)	(394,902)
Water Quality (GAC Media)	[4]	1,000,000	1,121,045	1,146,500	1,204,922	1,133,176	1,550,184
Plant Expenditures		-	878,000	1,896,000	753,615	726,135	713,641
Cash Expenses		20,238,350	19,782,245	22,981,350	21,012,326	19,636,120	21,270,054
Depreciation		7,200,000	8,050,000	6,450,000	7,166,963	7,483,036	7,768,448
Post Employment Benefit (GASB 45)	[5]	2,250,000	2,203,000	2,000,000	1,999,825	1,659,752	1,716,709
Bad Debts		50,000	48,000	100,000	16,594	(19,586)	(104,725)
Service Costs Construction		125,000	107,000	125,000	(99,180)	88,060	168,706
Capitalized Construction		(1,000,000)	(1,050,000)	(1,000,000)	(1,432,662)	(1,238,379)	(992,970)
Non-Cash Expenses		8,625,000	9,358,000	7,675,000	7,651,539	7,972,883	8,556,168
Net Operating Income/(Loss)		(6,745,350)	(8,124,245)	(7,253,350)	(5,419,544)	(3,456,940)	(7,164,735)
Non-operating Revenues							
Assessments (Debt Service)		4,670,000	5,350,000	5,100,000	5,066,642	4,899,758	4,394,572
Assessments (1%)		1,825,000	1,700,000	1,750,000	1,582,069	1,765,553	1,518,943
Successor Agency Component (Prop Tax)		200,000	500,000	200,000	415,073	651,377	185,432
DWR Fixed Charge Recovery	[7]	200,000	253,750	100,000	221,578	233,833	549,374
Interest		35,000	46,250	35,000	45,465	34,920	24,866
Market Adj. on Investments		-	4,250	-	5,005	(39,707)	-
Capital Improvement Fees	[6]	50,000	354,000	50,000	13,547	244,949	1,257,818
Grants - State & Federal		178,000	307,000	-	-	-	-
Other		5,000	11,000	5,000	18,336	(1,206,109)	159,238
		7,163,000	8,526,250	7,240,000	7,367,714	6,584,573	8,090,243
Non-operating Expenses							
Interest Paid & Amortization on long-term debt		2,228,000	2,255,615	2,111,000	2,281,792	2,035,498	2,417,320
Amortization of SWP		2,238,000	2,074,500	1,679,000	1,934,685	1,737,506	1,578,940
Legal Settlements		-	-	-	601,670	-	-
Change in Investments in PRWA		-	100,000	-	34,580	-	-
Water Conservation		200,000	200,000	200,000	130,267	115,163	49,222
		4,666,000	4,630,115	3,990,000	4,982,994	3,888,167	4,045,482
Net Non-operating Income/(Loss)		2,497,000	3,896,135	3,250,000	2,384,720	2,696,406	4,044,761
Net Earnings(Loss)		(4,248,350)	(4,228,110)	(4,003,350)	(3,034,825)	(760,535)	(3,119,974)

PALMDALE WATER DISTRICT
5-YEAR CASH FLOW (Aggregate)

	Proposed 2016	Projected 2015	Audited Numbers 2014	2013	2012
Beginning Cash	10,909,526	12,989,419	12,216,474	8,852,185	9,463,250
Operating Activities					
Net Operating Revenues	22,118,000	21,016,000	23,341,636	24,125,011	23,126,334
Net Operating Expenses	20,238,350	19,782,245	22,405,397	20,665,315	22,232,461
Net cash provided by operating activities	1,879,650	1,233,755	936,239	3,459,696	893,873
Other Sources and Uses of Cash					
Assessments received	6,695,000	7,550,000	7,063,785	7,316,688	5,903,403
Payments for State Water Project	(3,274,746)	(3,278,807)	(2,390,962)	(2,821,029)	(2,832,287)
Capital Improvement Fees Received	50,000	354,000	13,548	244,949	1,257,817
Water Conservation	(200,000)	(200,000)	-	-	-
Proceeds on Issuance of Long Term Debt					
Acquisition of Property, Plant & Equip. - Current Yr	(1,290,982)	(3,513,739)	(1,249,083)	(1,817,663)	(2,572,722)
Acquisition of Property, Plant & Equip. - Carryover	(360,000)	(654,148)	-	-	-
Committed Contracts on WRB Projects	(748,184)	-	-	-	-
Capital Leasing	(217,500)	(217,500)	(229,597)	(229,597)	(223,539)
Principal Paid on Long Term Debt	(1,557,553)	(1,518,421)	(1,472,774)	(1,778,719)	(1,220,000)
Interest Paid on Long Term Debt	(2,161,369)	(2,203,532)	(2,244,419)	(1,840,455)	(2,414,192)
State Grants and Other Income	183,000	318,000	300,744	315,499	571,895
Interest on Investments	35,000	50,500	45,464	34,920	24,687
Net Cash Provided by Other Sources and Uses	(2,847,334)	(3,313,648)	(163,294)	(575,407)	(1,504,938)
Net Increase (Decrease) in Cash	(967,684)	(2,079,893)	772,945	2,884,289	(611,065)
Rate Stabilization Fund	-	-	-	480,000	-
Cash End of Year	9,941,842	10,909,526	12,989,419	12,216,474	8,852,185
Less Restricted Cash	-	-	-	-	-
Acquisition of Property, Plant & Equip. - Carryover	-	(360,000)	(654,148)	-	-
Committed Contracts on WRB Projects	-	(748,184)	-	-	-
Available Operating Cash	9,941,842	9,801,342	12,335,271	12,216,474	8,852,185

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PALMDALE WATER DISTRICT

2016 BUDGET (16,500 Acre Foot)

	PROPOSED 2016		
	3.50%	**4.50%**	**5.50%**
Operating Revenue			
Wholesale Water (AVEK & LCID)	160,000	160,000	160,000
Retail Water	20,598,000	20,770,500	20,998,000
Other Operating Revenue	960,000	960,000	960,000
	21,718,000	21,890,500	22,118,000
Operating Expenses			
Departmental Salaries (Includes Overtime)	7,223,500	7,223,500	7,223,500
Departmental Taxes & Program Benefits	701,000	701,000	701,000
Departmental Healthcare	1,411,250	1,411,250	1,411,250
Departmental CalPERS	1,310,250	1,310,250	1,310,250
Departmental Operating Expenses	6,917,350	6,917,350	6,917,350
Water Purchases & Recovery (OAP Included)	1,675,000	1,675,000	1,675,000
Water Quality (GAC Media)	1,000,000	1,000,000	1,000,000
Capitalized Expenditures	-	-	-
Cash Expenses	20,238,350	20,238,350	20,238,350
Non-Cash Expenses	8,625,000	8,625,000	8,625,000
Net Operating Income/(Loss)	(7,145,350)	(6,972,850)	(6,745,350)
Non-operating Revenues	7,163,000	7,163,000	7,163,000
Non-operating Expenses	4,666,000	4,666,000	4,666,000
Net Non-operating Income/(Loss)	2,497,000	2,497,000	2,497,000
Net Earnings(Loss)	(4,648,350)	(4,475,850)	(4,248,350)

PALMDALE WATER DISTRICT
CASH FLOW ANALYSIS - RATE CHANGES (Aggregate)

	PROPOSED 2016							
	3.50%	#	4.50%	#	5.50%		Projected 2015
Beginning Cash	10,909,526		10,909,526		10,909,526		12,989,419
Operating Activities							
Net Operating Revenues	21,718,000		21,890,500		22,118,000		21,016,000
Net Operating Expenses	20,238,350		20,238,350		20,238,350		19,782,245
Net cash provided by operating activities	1,479,650		1,652,150		1,879,650		1,233,755
Other Sources and Uses of Cash							
Assessments received	6,695,000		6,695,000		6,695,000		7,550,000
Payments for State Water Project	(3,274,746)		(3,274,746)		(3,274,746)		(3,278,807)
Capital Improvement Fees Received	50,000		50,000		50,000		354,000
Water Conservation	(200,000)		(200,000)		(200,000)		(200,000)
Proceeds on Issuance of Long Term Debt	-		-				
Acquisition of Property, Plant & Equip. - Current Yr	(1,290,982)		(1,290,982)		(1,290,982)		(3,513,739)
Acquisition of Property, Plant & Equip. - Carryover	50,000		(125,000)		(360,000)		(654,148)
Committed Contracts on WRB Projects	(748,184)		(748,184)		(748,184)		-
Capital Leasing	(217,500)		(217,500)		(217,500)		(217,500)
Principal Paid on Long Term Debt	(1,557,553)		(1,557,553)		(1,557,553)		(1,518,421)
Interest Paid on Long Term Debt	(2,161,369)		(2,161,369)		(2,161,369)		(2,203,532)
State Grants and Other Income	183,000		183,000		183,000		318,000
Interest on Investments	35,000		35,000		35,000		50,500
Net Cash Provided by Other Sources and Uses	(2,437,334)		(2,612,334)		(2,847,334)		(3,313,648)
Net Increase (Decrease) in Cash	(957,684)		(960,184)		(967,684)		(2,079,893)
Rate Stabilization Fund	-		-		-		-
Cash End of Year	9,951,842		9,949,342		9,941,842		10,909,526
Less Restricted Cash	-		-		-		-
Acquisition of Property, Plant & Equip. - Carryover	-		-		-		(360,000)
Committed Contracts on WRB Projects	-		-		-		(748,184)
Available Operating Cash	9,951,842		9,949,342		9,941,842		9,801,342

PALMDALE WATER DISTRICT

Historical & Projected Debt Service Coverage ($000s) - w/Rate Increase (2015 & 2016)

Fiscal Year Ending December 31	*Audited* 2009	*Audited* 2010	*Audited* 2011	*Audited* 2012	*Audited* 2013	*Audited* 2014	Projected 2015	Proposed 2016 5.50%	Proposed 2016 4.50%	Proposed 2016 3.50%
OPERATING REVENUES	21,025	21,641	21,660	22,597	24,125	23,342	21,016	22,118	21,891	21,718
Rate increase	1,048									
Rate Stabilization Fund					(480)					
	22,073	21,641	21,660	22,597	23,645	23,342	21,016	22,118	21,891	21,718
OPERATING EXPENSES										
Gross operating expenses	20,814	23,092	20,481	22,216	20,665	22,405	19,782	20,238	20,238	20,238
Required Cutbacks									(115)	(285)
Overhead adjustment	(1,494)	(576)	(477)	(43)	(217)	(509)				
SWP Fixed operations and maint	(1,151)	(1,094)	(905)	(915)	(720)	(363)	(226)	(142)	(142)	(142)
Capital portion included above	377						(878)			
TOTAL EXPENSES	18,546	21,422	19,099	21,258	19,728	21,534	18,678	20,097	19,982	19,812
NET OPERATING REVENUES	3,527	219	2,561	1,339	3,917	1,808	2,338	2,021	1,909	1,906
NON-OPERATING REVENUE										
Ad valorem property taxes	2,447	1,932	1,519	1,704	2,573	2,132	2,150	2,350	2,350	2,350
Interest income	48	89	79	25	44	45	50	35	35	35
Capital improvement fees	37	149	1,226	1,258	245	14	254	50	50	50
Other income	405	1,243	529	843	421	306	11	5	5	5
TOTAL NON-OPERATING INCOME	2,937	3,413	3,353	3,830	3,284	2,497	2,465	2,440	2,440	2,440
NET REV AVAILABLE FOR DEBT SERVICE	6,464	3,632	5,914	5,169	7,201	4,305	4,803	4,461	4,349	4,346
NET DEBT SERVICE										
1998 Certificates of Participation	1,504	1,511	1,505	1,507						
2004A Certificates of Participation	2,131	2,126	2,130	2,127						
2012 Issue - Bank of Nevada					1,373	1,373	1,372	1,374	1,374	1,374
2013A Water Revenue Bond					2,247	2,344	2,350	2,345	2,345	2,345
2017 Issue										
2012 Capital Lease					190	190	218	218	218	218
TOTAL DEBT SERVICE	3,635	3,637	3,635	3,634	3,810	3,908	3,939	3,936	3,936	3,936
DEBT SERVICE COVERAGE	**1.78**	**1.00**	**1.63**	**1.42**	**1.89**	**1.10**	**1.22**	**1.13**	**1.10**	**1.10**
NET REV AVAILABLE AFTER D/S	2,829	(5)	2,278	1,535	3,391	397	863	525	412	410

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PALMDALE WATER DISTRICT
2016 BUDGET
SUMMARY OF REVENUES AND EXPENDITURES - 2016 BUDGET
Cash Basis (16,500 Ac. Ft. - Proposed 5.5% Increase)

Activity	Estimated Cash Revenues	Estimated Cash Expenditures
Net Water Sales	$ 7,505,000	
Meter Fees	12,253,000	
Elevation Fees	400,000	
Other Operating Revenue	960,000	
Water Quality Fees (Restricted Use)	1,000,000	
(Increase)/Decrease in Cash (From Operating)	**(1,879,650)**	
Directors		$ 128,500
Administration		3,107,500
Engineering		1,220,750
Facilities		6,551,750
Operations		2,475,750
Finance		1,139,750
Water Conservation		292,500
Human Resources		437,600
Information Technology		858,500
Customer Care		1,350,750
Water Purchases		1,675,000
Capitalized Expenditures		-
Water Quality Expense (GAC)		1,000,000
SUBTOTAL OPERATING	**$ 20,238,350**	**$ 20,238,350**
Projected Beginning Cash - 01/01/2016	**$ 10,909,526**	
Assessments received	6,695,000	
Capital Improvement Fees	50,000	
State Grants	178,000	
Interest on Investments	35,000	
Other Income	5,000	
Payments for State Water Project		3,274,746
Principal Paid on Long Term Debt		1,557,553
Interest Paid on Long Term Debt		2,161,368.85
Capital Leasing		217,500
Water Conservation		200,000
Acquistion of Property, Plant & Equipment		2,399,166
	$ 17,872,526	$ 9,810,334
Projected Ending Cash - Non-Operating	8,062,192	
Rate Stabilization Fund	-	
Increase/(Decrease) in Cash (From Operating)	1,879,650	
Projected Ending Cash - 12/31/2016	9,941,842	
Less Restricted Cash	-	
Available Operating Cash - 12/31/2016	**$ 9,941,842**	

PALMDALE WATER DISTRICT
2016 BUDGET

Directors		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-01-4000-000	Directors Fees	50,000	62,000	45,000	71,100	49,950	40,650
Benefits							
1-01-4005-000	Payroll Taxes	5,500	5,000	5,500	5,405	3,821	3,167
1-01-4010-000	Health Insurance	59,000	58,000	58,000	53,150	45,405	62,579
	Subtotal (Benefits)	64,500	63,000	63,500	58,555	49,226	65,746
	Personnel Expenses	114,500	125,000	108,500	129,655	99,176	106,396
OPERATING EXPENSES:							
1-01-4050-000	Director's Travel, Seminars & Meetings	14,000	14,000	10,000	15,677	3,229	3,419
	Total Operating Expense	14,000	14,000	10,000	15,677	3,229	3,419
	Total Departmental Expenses	128,500	139,000	118,500	145,332	102,406	109,815

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Administration

Budget 2015: 2,667,250
Projected Actual 2015: 2,801,250
Requested 2016: 3,107,500

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-02-4000-000	Salaries	859,000	914,000	860,500	787,919	493,945	499,688
1-02-4000-100	Salaries - Departmental Overtime	8,250	7,500	8,250	7,992	7,450	8,678
	Subtotal (Salaries - Departmental)	867,250	921,500	868,750	795,911	501,395	508,366
Employee Benefits (Departmental)							
1-02-4005-000	Payroll Taxes	65,750	63,000	66,000	49,348	30,878	30,681
1-02-4010-000	Health Insurance	135,000	133,750	134,000	110,746	80,560	82,661
1-02-4015-000	Pers	524,500	335,250	169,000	148,467	86,034	91,869
	Subtotal (Benefits - Departmental)	725,250	532,000	369,000	308,561	197,472	205,211
Employee Salaries & Benefits (District Wide)							
1-02-4000-200	Salaries - District-wide Oncall/Standby	95,000	92,000	67,500	53,711	57,569	54,620
1-02-4020-000	Worker's Comp	125,000	105,000	125,000	118,517	110,558	126,579
1-02-4025-000	Vacation Benefit Expense	35,000	24,000	35,000	1,748	33,866	(91,399)
1-02-4030-000	Life Insurance/EAP Program	8,000	7,500	8,000	7,572	7,283	7,115
	Subtotal (Salaries/Benefits - District Wide)	263,000	228,500	235,500	181,549	209,276	96,914
	Personnel Expenses	1,855,500	1,682,000	1,473,250	1,286,021	908,143	810,492
OPERATING EXPENSES:							
	Total Operating Expense	1,252,000	1,119,250	1,194,000	1,202,851	1,287,160	1,688,829
	Total Departmental Expenses	3,107,500	2,801,250	2,667,250	2,488,872	2,195,303	2,499,320

PALMDALE WATER DISTRICT
2016 BUDGET

Administration		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-02-4000-000	Salaries	859,000	914,000	860,500	787,919	493,945	499,688
1-02-4000-100	Salaries - Departmental Overtime	8,250	7,500	8,250	7,992	7,450	8,678
1-02-4000-200	Salaries - District-wide Oncall/Standby	95,000	92,000	67,500	53,711	57,569	54,620
	Subtotal (Salaries)	962,250	1,013,500	936,250	849,623	558,963	562,986
Employee Benefits							
1-02-4005-000	Payroll Taxes	65,750	63,000	66,000	49,348	30,878	30,681
1-02-4010-000	Health Insurance	135,000	133,750	134,000	110,746	80,560	82,661
1-02-4015-000	Pers	524,500	335,250	169,000	148,467	86,034	91,869
1-02-4020-000	Worker's Comp (District-wide)	125,000	105,000	125,000	118,517	110,558	126,579
1-02-4025-000	Vacation Benefit Expense (District-wide)	35,000	24,000	35,000	1,748	33,866	(91,399)
1-02-4030-000	Life Insurance/EAP Program (District-wide)	8,000	7,500	8,000	7,572	7,283	7,115
	Subtotal (Benefits)	893,250	668,500	537,000	436,398	349,179	247,505
	Personnel Expenses	1,855,500	1,682,000	1,473,250	1,286,021	908,143	810,492
OPERATING EXPENSES:							
1-02-4050-000	Staff Travel	-	-	-	11,286	6,058	8,537
1-02-4050-100	General Manager Travel	5,000	6,500	5,000	7,808	6,056	5,679
1-02-4060-000	Staff Conferences & Seminars	-	-	-	3,670	1,150	754
1-02-4060-100	General Manager Conferences & Seminars	4,000	6,000	4,000	3,460	2,631	2,184
1-02-4070-000	Employee Expense	-	-	-	-	24,014	41,677
1-02-4080-000	Other Operating	20,000	17,500	20,000	18,355	19,627	13,460
1-02-4110-000	Consultants	160,000	145,000	175,000	121,710	42,590	202,170
1-02-4125-000	Insurance	300,000	299,000	285,000	275,100	254,505	296,966
1-02-4130-000	Bank Charges	140,000	145,000	140,000	136,637	118,886	108,284
1-02-4135-000	Groundwater Adjudication	80,000	100,000	75,000	228,195	299,901	228,378
1-02-4140-000	Legal Services	160,000	160,000	160,000	183,460	121,927	395,212
1-02-4140-100	Legal Services - Consultants	-	-	-	-	-	25,000
1-02-4150-000	Accounting Services	27,500	25,000	25,000	25,285	23,692	22,304
1-02-4155-000	Contracted Services	-	-	-	-	27,955	25,057
1-02-4155-205	Contracted Services - Landscape Services	-	-	-	10,200	-	-
1-02-4155-210	Contracted Services - Janatorial Services	-	-	-	14,375	-	-
1-02-4155-215	Contracted Services - Elevator Services	-	-	-	3,112	-	-
1-02-4165-000	Memberships/Subscriptions	210,000	134,000	210,000	22,955	207,832	106,298
1-02-4170-000	Elections	50,000	-	-	-	-	78,451
1-02-4175-000	Permits	17,500	17,500	10,000	9,061	9,230	9,111
1-02-4180-000	Postage	25,000	23,000	27,500	25,085	16,640	21,056
1-02-4190-100	Public Relations - Publications	30,000	12,500	35,000	17,002	33,949	25,928
1-02-4190-900	Public Relations - Other	1,000	-	1,000	706	1,201	1,437
1-02-4200-000	Advertising	4,000	3,500	3,500	2,439	2,095	4,325
1-02-4205-000	Office Supplies	18,000	16,500	18,000	25,888	17,886	17,878
1-02-4210-000	Office Furniture	-	8,250	-	-	-	-
1-02-4215-200	Natural Gas - Office Building	-	-	-	3,954	3,529	3,637
1-02-4220-200	Electricity - Office Building	-	-	-	53,108	45,805	45,048
	Total Operating Expense	1,252,000	1,119,250	1,194,000	1,202,851	1,287,160	1,688,829
	Total Departmental Expenses	3,107,500	2,801,250	2,667,250	2,488,872	2,195,303	2,499,320

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Engineering

Budget 2015: 1,252,150
Projected Actual 2015: 1,202,500
Requested 2016: 1,220,750

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-03-4000-000	Salaries	786,250	810,000	809,000	678,494	802,373	761,583
1-03-4000-100	Salaries - Departmental Overtime	6,750	5,000	6,750	9,781	5,977	1,173
	Subtotal (Salaries - Departmental)	793,000	815,000	815,750	688,275	808,349	762,756
Employee Benefits (Departmental)							
1-03-4005-000	Payroll Taxes	60,250	62,750	61,000	54,550	60,690	57,388
1-03-4010-000	Health Insurance	147,500	137,600	154,500	134,005	165,163	157,833
1-03-4015-000	Pers	119,500	117,150	142,000	136,655	139,915	143,557
	Subtotal (Benefits - Departmental)	327,250	317,500	357,500	325,210	365,768	358,778
	Personnel Expenses	1,120,250	1,132,500	1,173,250	1,013,485	1,174,118	1,121,535
OPERATING EXPENSES:							
	Total Operating Expense	100,500	70,000	78,900	72,600	91,259	34,264
	Total Departmental Expenses	1,220,750	1,202,500	1,252,150	1,086,084	1,265,376	1,155,799

PALMDALE WATER DISTRICT
2016 BUDGET

Engineering		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-03-4000-000	Salaries	786,250	810,000	809,000	678,494	802,373	761,583
1-03-4000-100	Salaries - Departmental Overtime	6,750	5,000	6,750	9,781	5,977	1,173
	Subtotal (Salaries)	793,000	815,000	815,750	688,275	808,349	762,756
Employee Benefits							
1-03-4005-000	Payroll Taxes	60,250	62,750	61,000	54,550	60,690	57,388
1-03-4010-000	Health Insurance	147,500	137,600	154,500	134,005	165,163	157,833
1-03-4015-000	PERS	119,500	117,150	142,000	136,655	139,915	143,557
	Subtotal (Benefits)	327,250	317,500	357,500	325,210	365,768	358,778
	Personnel Expenses	1,120,250	1,132,500	1,173,250	1,013,485	1,174,118	1,121,535
OPERATING EXPENSES:							
1-03-4050-000	Staff Travel	-	-	-	2,881	4,218	4,239
1-03-4060-000	Staff Conferences & Seminars	-	-	-	1,515	1,460	1,415
1-03-4155-000	Contracted Services	-	-	-	-	11,023	4,186
1-03-4155-305	Contracted Services - GIS Services	40,000	55,000	40,000	50,000	-	-
1-03-4155-310	Contracted Services - Reproduction	18,000	-	18,000	-	-	-
1-03-4155-315	Contracted Services - Prod./Demand Database	2,500	-	-	-	-	-
1-03-4155-320	Contracted Services - Plotter/Scanner	2,500	-	2,500	2,763	-	-
1-03-4155-325	Contracted Services - Backflow Software	1,000	-	1,000	-	-	-
1-03-4165-000	Memberships/Subscriptions	2,500	2,250	2,000	1,889	1,390	2,798
1-03-4250-000	General Materials & Supplies	3,000	2,750	2,500	2,162	6,268	1,870
1-03-8100-100	Computer Software - Maint. & Support	31,000	10,000	12,900	11,391	66,900	19,757
	Total Operating Expense	100,500	70,000	78,900	72,600	91,259	34,264
	Total Departmental Expenses	1,220,750	1,202,500	1,252,150	1,086,084	1,265,376	1,155,799

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Facilities

Budget 2015: 6,558,775
Projected Actual 2015: 5,902,250
Requested 2016: 6,551,750

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-04-4000-000	Salaries	2,090,000	1,922,000	2,049,000	1,553,408	1,307,909	1,423,089
1-04-4000-100	Salaries - Departmental Overtime	100,000	90,000	65,000	78,544	51,484	29,565
	Subtotal (Salaries - Departmental)	2,190,000	2,012,000	2,114,000	1,631,952	1,359,393	1,452,654
Employee Benefits (Departmental)							
1-04-4005-000	Payroll Taxes	162,750	156,000	157,000	129,425	106,666	113,849
1-04-4010-000	Health Insurance	465,500	427,500	466,000	349,246	380,429	393,665
1-04-4015-000	Pers	270,000	285,500	362,000	278,180	224,502	269,180
	Subtotal (Benefits - Departmental)	898,250	869,000	985,000	756,851	711,598	776,694
	Personnel Expenses	3,088,250	2,881,000	3,099,000	2,388,803	2,070,991	2,229,348
OPERATING EXPENSES:							
	Total Operating Expense	3,463,500	3,021,250	3,459,775	1,322,239	855,488	1,076,246
	Total Departmental Expenses	6,551,750	5,902,250	6,558,775	3,711,042	2,926,478	3,305,594

PALMDALE WATER DISTRICT
2016 BUDGET

Facilities		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-04-4000-000	Salaries	2,090,000	1,922,000	2,049,000	1,553,408	1,307,909	1,423,089
1-04-4000-100	Salaries - Departmental Overtime	100,000	90,000	65,000	78,544	51,484	29,565
	Subtotal (Salaries)	2,190,000	2,012,000	2,114,000	1,631,952	1,359,393	1,452,654
Employee Benefits							
1-04-4005-000	Payroll Taxes	162,750	156,000	157,000	129,425	106,666	113,849
1-04-4010-000	Health Insurance	465,500	427,500	466,000	349,246	380,429	393,665
1-04-4015-000	PERS	270,000	285,500	362,000	278,180	224,502	269,180
	Subtotal (Benefits)	898,250	869,000	985,000	756,851	711,598	776,694
	Personnel Expenses	3,088,250	2,881,000	3,099,000	2,388,803	2,070,991	2,229,348
OPERATING EXPENSES:							
1-04-4050-000	Staff Travel	-	-	-	6,943	731	78
1-04-4060-000	Staff Conferences & Seminars	-	-	-	1,652	2,225	449
1-04-4155-000	Contracted Services	-	-	-	-	65,671	27,017
1-04-4155-405	Contracted Services - Landscape Svcs (All Sites)	15,500	11,000	15,500	1,675	-	-
1-04-4155-410	Contracted Services - Landscape Svcs (Wells)	30,000	30,000	26,000	28,640	-	-
1-04-4155-415	Contracted Services - Alarm Services	5,000	3,125	5,000	3,076	-	-
1-04-4155-420	Contracted Services - Janatorial Services (All Sites)	24,000	30,000	24,000	7,143	-	-
1-04-4155-425	Contracted Services - Pest Control Svcs (Contracted)	5,500	3,500	5,500	1,729	-	-
1-04-4155-430	Contracted Services - Pest Control Svcs (Plm Dam)	23,000	23,050	23,000	23,040	1,920	-
1-04-4155-435	Contracted Services - Elevator Services	3,500	3,225	3,500	-	-	-
1-04-4155-440	Contracted Services - SCADA Software	15,000	12,000	12,000	-	-	-
1-04-4155-445	Contracted Services - SCADA Hardware	20,000	-	3,500	-	-	-
1-04-4155-450	Contracted Services - Seismic Valve Controllers	7,500	-	6,000	-	-	-
1-04-4155-455	Contracted Services - Annual Tank Service	330,000	330,000	330,000	319,100	-	-
1-04-4155-499	Contracted Services - Miscellaneous	1,000	1,000	1,000	5,357	-	-
1-04-4175-000	Permits (Littlerock & Palmdale Dams)	50,000	30,000	50,000	27,026	45,887	-
1-04-4215-100	Natural Gas - Wells & Boosters	225,000	180,000	236,000	-	-	-
1-04-4215-200	Natural Gas - Buildings	9,000	7,500	9,000	3,052	3,185	3,093
1-04-4220-100	Electricity - Wells & Boosters	1,480,000	1,400,000	1,515,000	-	-	-
1-04-4220-200	Electricity - Buildings	88,000	85,750	75,000	22,579	19,777	28,758
1-04-4225-000	Maint. & Repair - Vehicles	35,000	30,000	40,000	28,861	33,536	34,347
1-04-4230-100	Maint. & Rep. Operations - Office Building	15,000	6,500	15,000	11,007	4,036	79,565
1-04-4235-110	Maint. & Rep. Operations - Equipment	6,500	6,000	6,500	10,424	7,156	7,259
1-04-4235-400	Maint. & Rep. Operations - Wells	75,000	72,500	75,000	81,768	41,435	67,600
1-04-4235-405	Maint. & Rep. Operations - Boosters	50,000	30,000	50,000	29,172	56,137	39,274
1-04-4235-410	Maint. & Rep. Operations - Shop Bldgs	10,000	3,000	10,000	8,959	9,209	6,618
1-04-4235-415	Maint. & Rep. Operations - Facilities	15,000	28,000	15,000	9,395	13,145	18,919
1-04-4235-420	Maint. & Rep. Operations - Water Lines	225,000	200,000	240,000	313,799	242,173	342,999
1-04-4235-425	Maint. & Rep. Operations - Littlerock Dam	15,000	-	15,000	3,164	-	16,524
1-04-4235-430	Maint. & Rep. Operations - Palmdale Dam	7,500	1,000	7,500	1,020	-	27,339
1-04-4235-435	Maint. & Rep. Operations - Palmdale Canal	10,000	1,000	10,000	960	230	373
1-04-4235-440	Maint. & Rep. Operations - Large Meters	10,000	2,000	7,870	-	-	-
1-04-4235-445	Maint. & Rep. Operations - Telemetry	4,000	3,500	2,250	-	-	-
1-04-4235-450	Maint. & Rep. Operations - Hypo Generators	10,000	1,000	12,000	-	-	-
1-04-4235-455	Maint. & Rep. Operations - Heavy Equipment	45,000	46,000	35,000	54,748	29,289	33,212
1-04-4235-460	Maint. & Rep. Operations - Storage Reservoirs	5,000	3,000	5,000	381	223	104
1-04-4235-470	Maint. & Rep. Operations - Meter Exchanges	225,000	125,000	211,950	-	-	-
1-04-4250-100	Materials - Hot Tapping	-	5,550	-	-	-	-
1-04-4270-300	Telecommunication - Other	4,000	3,550	2,750	-	-	-
1-04-4300-200	Testing - Large Meter Testing	12,500	12,000	10,955	-	-	-
1-04-4300-300	Testing - Edison Testing	30,000	-	6,000	-	-	-
1-04-6000-000	Waste Disposal	20,000	13,000	25,000	12,987	21,687	39,172
1-04-6100-100	Fuel and Lube - Vehicle	105,000	85,000	130,000	115,177	114,837	135,193
1-04-6100-200	Fuel and Lube - Machinery	40,000	36,500	43,000	41,755	25,012	40,573
1-04-6200-000	Uniforms	22,500	25,500	22,500	22,624	20,783	17,031
1-04-6300-100	Supplies - General	47,500	47,000	47,500	51,515	39,783	38,922
1-04-6300-200	Supplies - Hypo Generators	6,500	1,000	6,500	-	-	-
1-04-6300-300	Supplies - Electrical	3,000	500	3,000	-	-	-
1-04-6300-400	Supplies - Telemetry	5,000	4,000	5,000	-	-	-
1-04-6300-800	Supplies - Construction Materials	35,000	45,000	35,000	48,419	33,398	46,509
1-04-6400-000	Tools	25,000	20,000	12,000	11,065	11,207	12,863
1-04-7000-100	Leases -Equipment	12,500	14,000	12,500	14,027	12,817	12,457
	Total Operating Expense	3,463,500	3,021,250	3,459,775	1,322,239	855,488	1,076,246
	Total Departmental Expenses	6,551,750	5,902,250	6,558,775	3,711,042	2,926,478	3,305,594

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Operations

Budget 2015: 2,622,000
Projected Actual 2015: 2,299,570
Requested 2016: 2,475,750

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-05-4000-000	Salaries	1,035,250	1,078,500	1,104,500	1,496,842	1,620,378	1,643,361
1-05-4000-100	Salaries - Departmental Overtime	56,000	53,000	53,750	96,084	96,652	88,128
	Subtotal (Salaries - Departmental)	1,091,250	1,131,500	1,158,250	1,592,926	1,717,029	1,731,489
Employee Benefits (Departmental)							
1-05-4005-000	Payroll Taxes	74,000	86,000	90,750	126,006	130,648	132,513
1-05-4010-000	Health Insurance	206,000	206,000	200,000	319,084	357,431	359,376
1-05-4015-000	Pers	133,500	161,500	203,000	292,061	274,670	308,076
	Subtotal (Benefits - Departmental)	413,500	453,500	493,750	737,151	762,750	799,965
	Personnel Expenses	1,504,750	1,585,000	1,652,000	2,330,077	2,479,779	2,531,453
OPERATING EXPENSES:							
	Total Operating Expense	971,000	714,570	970,000	3,011,712	2,751,063	2,206,755
	Total Departmental Expenses	2,475,750	2,299,570	2,622,000	5,341,789	5,230,842	4,738,208

PALMDALE WATER DISTRICT
2016 BUDGET

Operations		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-05-4000-000	Salaries	1,035,250	1,078,500	1,104,500	1,496,842	1,620,378	1,643,361
1-05-4000-100	Salaries - Departmental Overtime	56,000	53,000	53,750	96,084	96,652	88,128
	Subtotal (Salaries)	1,091,250	1,131,500	1,158,250	1,592,926	1,717,029	1,731,489
Employee Benefits							
1-05-4005-000	Payroll Taxes	74,000	86,000	90,750	126,006	130,648	132,513
1-05-4010-000	Health Insurance	206,000	206,000	200,000	319,084	357,431	359,376
1-05-4015-000	PERS	133,500	161,500	203,000	292,061	274,670	308,076
	Subtotal (Benefits)	413,500	453,500	493,750	737,151	762,750	799,965
	Personnel Expenses	1,504,750	1,585,000	1,652,000	2,330,077	2,479,779	2,531,453
OPERATING EXPENSES:							
1-05-4050-000	Staff Travel	-	-	-	8,563	9,618	7,329
1-05-4060-000	Staff Conferences & Seminars	-	-	-	3,472	6,177	10,530
1-05-4120-100	Training - Lab Equipment	-	-	-	6,867	-	1,962
1-05-4120-200	Training - SCADA Network Equipment	-	-	-	5,401	3,729	-
1-05-4155-000	Contracted Services	-	-	-	-	127,564	57,871
1-05-4155-505	Contracted Services - Landscape Services	2,000	1,620	2,000	1,620	-	-
1-05-4155-510	Contracted Services - Alarm Services	1,000	900	1,000	900	-	-
1-05-4155-515	Contracted Services - Janatorial Services	-	-	-	5,989	-	-
1-05-4155-520	Contracted Services - Pest Control Services	-	-	-	400	-	-
1-05-4155-525	Contracted Services - Wind Turbine Services	25,000	40,000	30,000	10,769	3,507	-
1-05-4155-530	Contracted Services - CMMS Software	10,000	2,000	10,000	10,025	-	-
1-05-4155-535	Contracted Services - SCADA Software	-	-	-	11,509	-	-
1-05-4155-540	Contracted Services - Lab Software	1,500	-	1,500	1,470	-	-
1-05-4155-545	Contracted Services - Lab Equipment Services	20,000	20,000	6,000	2,970	-	-
1-05-4155-550	Contracted Services - Water Quality Svcs (SolarBee)	32,000	27,200	25,000	24,883	-	-
1-05-4155-555	Contracted Services - SCADA Hardware	-	-	-	3,574	-	-
1-05-4155-560	Contracted Services - Seismic Valve Controllers	-	-	-	5,685	-	-
1-05-4155-599	Contracted Services - Miscellaneous	2,000	-	2,000	-	-	-
1-05-4175-000	Permits	40,000	28,000	40,000	28,733	36,598	39,536
1-05-4215-100	Natural Gas - Wells & Boosters	-	-	-	309,877	152,638	100,834
1-05-4215-200	Natural Gas - Water Treatment Plant	3,000	1,500	3,000	1,616	2,571	914
1-05-4220-100	Electricity - Wells & Boosters	-	-	-	1,682,458	1,455,798	1,113,121
1-05-4220-200	Electricity - Water Treatment Plant	125,000	100,000	125,000	147,472	112,683	131,036
1-05-4230-110	Maint. & Rep. Office - Equipment	500	-	500	463	395	-
1-05-4235-110	Maint. & Rep. Operations - Equipment	11,500	10,000	11,500	17,730	10,787	12,475
1-05-4235-410	Maint. & Rep. Operations - Shop Bldgs	6,000	2,250	6,000	10,301	15,254	2,674
1-05-4235-415	Maint. & Rep. Operations - Facilities	45,000	38,000	45,000	84,532	49,150	43,234
1-05-4235-445	Maint. & Rep. Operations - Telemetry	-	-	-	663	4,807	4,962
1-05-4235-450	Maint. & Rep. Operations - Hypo Generators	18,000	-	18,000	48,265	22,296	4,013
1-05-4235-500	Maint. & Repair - Wind Turbine	10,000	9,500	6,000	6,183	-	-
1-05-4236-000	Palmdale Lake Management	-	22,000	25,000	10,575	10,114	14,742
1-05-4270-300	Telecommunication - Other	-	-	-	3,087	2,784	2,557
1-05-4300-300	Testing - Edison Testing	-	-	-	9,770	5,385	11,700
3-05-4300-100	Filter Media Testing/Inspection	30,000	-	-	-	-	-
1-05-6000-000	Waste Disposal	20,000	4,000	14,000	24,600	23,904	3,161
1-05-6200-000	Uniforms	12,000	14,100	12,000	14,763	12,355	9,973
1-05-6300-100	Supplies - General	15,000	9,000	15,000	24,817	21,774	17,897
1-05-6300-200	Supplies - Hypo Generators	-	-	-	6,535	3,750	5,785
1-05-6300-300	Supplies - Electrical	-	-	-	405	2,414	4,145
1-05-6300-400	Supplies - Telemetry	-	-	-	2,055	7,819	7,577
1-05-6300-600	Supplies - Lab	40,000	35,000	35,000	35,387	35,310	34,075
1-05-6300-700	Outside Lab Work	92,000	67,000	64,000	44,565	103,006	46,580
1-05-6400-000	Tools	6,500	6,500	6,500	6,827	5,807	4,190
1-05-6500-000	Chemicals	400,000	275,000	463,000	384,205	502,609	513,587
1-05-7000-100	Leases -Equipment	3,000	1,000	3,000	1,729	460	297
	Total Operating Expense	971,000	714,570	970,000	3,011,712	2,751,063	2,206,755
	Total Departmental Expenses	2,475,750	2,299,570	2,622,000	5,341,789	5,230,842	4,738,208

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Finance

Budget 2015: 1,598,025
Projected Actual 2015: 1,545,455
Requested 2016: 1,139,750

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-06-4000-000	Salaries	637,000	801,000	819,000	1,540,946	1,524,644	1,533,269
1-06-4000-100	Salaries - Departmental Overtime	5,500	4,750	5,500	18,203	32,826	18,656
	Subtotal (Salaries - Departmental)	642,500	805,750	824,500	1,559,149	1,557,470	1,551,925
Employee Benefits (Departmental)							
1-06-4005-000	Payroll Taxes	48,750	61,500	64,500	120,148	119,116	117,568
1-06-4010-000	Health Insurance	83,000	136,000	143,000	334,581	344,111	369,836
1-06-4015-000	Pers	89,500	138,000	165,000	306,168	272,569	289,841
	Subtotal (Benefits - Departmental)	221,250	335,500	372,500	760,897	735,796	777,245
	Personnel Expenses	863,750	1,141,250	1,197,000	2,320,046	2,293,266	2,329,170
OPERATING EXPENSES:							
	Total Operating Expense	276,000	404,205	401,025	728,713	614,632	511,180
	Total Departmental Expenses	1,139,750	1,545,455	1,598,025	3,048,759	2,907,898	2,840,351

PALMDALE WATER DISTRICT
2016 BUDGET

Finance		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-06-4000-000	Salaries	637,000	801,000	819,000	1,540,946	1,524,644	1,533,269
1-06-4000-100	Salaries - Departmental Overtime	5,500	4,750	5,500	18,203	32,826	18,656
	Subtotal (Salaries)	642,500	805,750	824,500	1,559,149	1,557,470	1,551,925
Employee Benefits							
1-06-4005-000	Payroll Taxes	48,750	61,500	64,500	120,148	119,116	117,568
1-06-4010-000	Health Insurance	83,000	136,000	143,000	334,581	344,111	369,836
1-06-4015-000	PERS	89,500	138,000	165,000	306,168	272,569	289,841
	Subtotal (Benefits)	221,250	335,500	372,500	760,897	735,796	777,245
	Personnel Expenses	863,750	1,141,250	1,197,000	2,320,046	2,293,266	2,329,170
OPERATING EXPENSES:							
1-06-4050-000	Staff Travel	-	-	-	269	412	-
1-06-4060-000	Staff Conferences & Seminars	-	-	-	562	920	928
1-06-4155-100	Contracted Services - Infosend	225,000	198,000	205,000	200,535	185,652	215,422
1-06-4155-200	Contracted Services - Infosend Drought Related	-	4,000	-	3,224	-	-
1-06-4155-300	Contracted Services - Vendors	-	-	-	-	9,088	12,577
1-06-4155-605	Contracted Services - Assessor Data (Realquest)	-	1,650	1,750	9,900	-	-
1-06-4155-610	Contracted Services - Credit Reporting Services	-	290	300	3,979	262	-
1-06-4155-615	Contracted Services - AMR Services (Itron)	-	-	-	6,298	-	-
1-06-4155-620	Contracted Services - Letter Extractor (OPEX)	2,500	2,500	2,500	2,590	-	-
1-06-4155-625	Contracted Services - GASB Actuarial Reports	3,500	3,150	3,250	-	-	-
1-06-4165-000	Memberships/Subscriptions	500	220	500	220	-	220
1-06-4230-110	Maintenance & Repair - Office Equipment	500	-	500	-	-	117
1-06-4235-440	Maint. & Rep. Operations - Large Meters	-	2,130	2,130	45,117	7,520	13,802
1-06-4235-470	Maint. & Rep. Operations - Meter Exchanges	-	138,045	138,050	392,128	351,146	210,001
1-06-4250-000	General Material & Supplies	3,000	3,000	4,500	5,111	8,056	2,810
1-06-4260-000	Business Forms	7,500	7,500	6,500	8,675	10,394	7,851
1-06-4270-100	Telecommunication - Office	12,000	18,500	12,000	13,814	10,863	13,995
1-06-4270-200	Telecommunication - Cellular Stipend	18,500	18,075	17,000	15,570	14,465	15,170
1-06-4270-300	Telecommunication - Cellular (District On-Call)	-	-	-	-	213	1,564
1-06-4300-200	Testing - Large Meter Testing	-	4,045	4,045	18,122	13,140	14,335
1-06-7000-100	Leases - Equipment	3,000	3,100	3,000	2,600	2,501	2,389
	Total Operating Expense	276,000	404,205	401,025	728,713	614,632	511,180
	Total Departmental Expenses	1,139,750	1,545,455	1,598,025	3,048,759	2,907,898	2,840,351

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Water Conservation

Budget 2015: 284,000
Projected Actual 2015: 298,750
Requested 2016: 292,500

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-07-4000-000	Salaries	185,000	177,000	175,000	113,405	159,129	152,210
1-07-4000-100	Salaries - Departmental Overtime	2,000	1,250	1,000	2,792	1,104	1,000
	Subtotal (Salaries - Departmental)	187,000	178,250	176,000	116,197	160,233	153,210
Employee Benefits (Departmental)							
1-07-4005-000	Payroll Taxes	14,000	13,750	13,500	9,373	12,244	11,710
1-07-4010-000	Health Insurance	38,000	37,250	38,000	22,807	27,415	20,340
1-07-4015-000	Pers	17,000	16,250	20,000	16,332	28,866	29,602
	Subtotal (Benefits - Departmental)	69,000	67,250	71,500	48,512	68,524	61,652
	Personnel Expenses	256,000	245,500	247,500	164,709	228,757	214,862
OPERATING EXPENSES:							
	Total Operating Expense	36,500	53,250	36,500	15,318	8,953	8,942
	Total Departmental Expenses	292,500	298,750	284,000	180,027	237,710	223,804

PALMDALE WATER DISTRICT
2016 BUDGET

Water Conservation		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-07-4000-000	Salaries	185,000	177,000	175,000	113,405	159,129	152,210
1-07-4000-100	Salaries - Departmental Overtime	2,000	1,250	1,000	2,792	1,104	1,000
	Subtotal (Salaries)	187,000	178,250	176,000	116,197	160,233	153,210
Employee Benefits							
1-07-4005-000	Payroll Taxes	14,000	13,750	13,500	9,373	12,244	11,710
1-07-4010-000	Health Insurance	38,000	37,250	38,000	22,807	27,415	20,340
1-07-4015-000	PERS	17,000	16,250	20,000	16,332	28,866	29,602
	Subtotal (Benefits)	69,000	67,250	71,500	48,512	68,524	61,652
	Personnel Expenses	256,000	245,500	247,500	164,709	228,757	214,862
OPERATING EXPENSES:							
1-07-4050-000	Staff Travel	-	-	-	1,224	571	116
1-07-4060-000	Staff Conferences & Seminars	-	-	-	695	1,338	399
1-07-4190-300	Public Relations - Landscape Workshop/Training	1,000	250	1,000	71	243	442
1-07-4190-400	Public Relations - Contests	1,000	1,000	1,000	-	709	-
1-07-4190-500	Public Relations - Education Programs	2,500	-	2,500	413	906	3,995
1-07-4190-700	Public Relations - General Media (Public Outreach)	25,000	40,000	25,000	4,418	1,535	875
1-07-4190-900	Public Relations - Other	2,000	8,000	2,000	787	180	3,116
1-07-6300-100	Supplies - Misc.	5,000	4,000	5,000	7,710	3,472	-
	Total Operating Expense	36,500	53,250	36,500	15,318	8,953	8,942
	Total Departmental Expenses	292,500	298,750	284,000	180,027	237,710	223,804

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Human Resources

Budget 2015: 381,850
Projected Actual 2015: 415,775
Requested 2016: 437,600

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-08-4000-000	Salaries	106,500	110,000	101,000	95,372	90,676	105,474
1-08-4000-100	Salaries - Departmental Overtime	80,000	48,300	55,750	9,249	-	-
	Subtotal (Salaries - Departmental)	186,500	158,300	156,750	104,621	90,676	105,474
Employee Benefits (Departmental)							
1-08-4005-000	Payroll Taxes	17,250	12,225	7,750	8,333	6,677	8,432
1-08-4010-000	Health Insurance	18,250	17,750	18,000	16,993	-	14,396
1-08-4015-000	Pers	7,000	7,000	6,500	6,170	434	18,557
	Subtotal (Benefits - Departmental)	42,500	36,975	32,250	31,496	7,110	41,384
	Personnel Expenses	229,000	195,275	189,000	136,117	97,787	146,858
OPERATING EXPENSES:							
	Total Operating Expense	208,600	220,500	192,850	116,414	101,887	45,348
	Total Departmental Expenses	437,600	415,775	381,850	252,531	199,673	192,206

PALMDALE WATER DISTRICT
2016 BUDGET

Human Resources		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-08-4000-000	Salaries	106,500	110,000	101,000	95,372	90,676	105,474
1-08-4000-200	Salaries - Intern Program	80,000	48,300	55,750	9,249	-	-
	Subtotal (Salaries)	186,500	158,300	156,750	104,621	90,676	105,474
Employee Benefits							
1-08-4005-000	Payroll Taxes	17,250	12,225	7,750	8,333	6,677	8,432
1-08-4010-000	Health Insurance	18,250	17,750	18,000	16,993	-	14,396
1-08-4015-000	Pers	7,000	7,000	6,500	6,170	434	18,557
	Subtotal (Benefits)	42,500	36,975	32,250	31,496	7,110	41,384
	Personnel Expenses	229,000	195,275	189,000	136,117	97,787	146,858
OPERATING EXPENSES:							
1-08-4050-000	Staff Travel	27,500	26,000	25,250	1,721	60	231
1-08-4060-000	Staff Conferences & Seminars	25,000	22,000	20,500	749	-	250
1-08-4070-000	Employee Expense	45,000	60,000	40,000	40,673	-	-
1-08-4090-000	Temporary Staffing	-	-	-	-	59,256	-
1-08-4095-000	Employee Recruitment	3,000	2,500	3,000	18,848	3,611	515
1-08-4100-000	Employee Retention	20,000	20,000	20,000	17,757	1,457	2,014
1-08-4105-000	Employee Relations	3,500	3,500	3,500	2,683	3,506	2,974
1-08-4110-000	Consultants	1,000	-	1,000	-	-	-
1-08-4120-100	Training - Safety	35,000	45,000	35,000	13,031	25,710	17,118
1-08-4120-200	Training - Speciality	25,000	20,000	21,000	-	-	-
1-08-4121-000	Safety/HR Program	1,000	500	1,000	68	-	-
1-08-4165-000	Memberships/Subscriptions	1,600	500	1,600	1,093	599	1,946
1-08-4165-100	HR/Safety Publications	1,000	500	1,000	1,546	289	348
1-08-6300-500	Supplies - Safety	20,000	20,000	20,000	18,245	7,400	19,952
	Total Operating Expense	208,600	220,500	192,850	116,414	101,887	45,348
	Total Departmental Expenses	437,600	415,775	381,850	252,531	199,673	192,206

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Information Technology

Budget 2015: 784,350
Projected Actual 2015: 742,100
Requested 2016: 858,500

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-09-4000-000	Salaries	216,000	224,650	221,500	221,954	220,881	218,357
1-09-4000-100	Salaries - Departmental Overtime	2,500	2,500	2,500	1,676	2,583	1,956
	Subtotal (Salaries - Departmental)	218,500	227,150	224,000	223,630	223,463	220,313
Employee Benefits (Departmental)							
1-09-4005-000	Payroll Taxes	16,500	17,350	17,000	16,153	16,193	15,942
1-09-4010-000	Health Insurance	38,000	37,000	37,500	38,400	41,624	39,804
1-09-4015-000	Pers	30,250	37,000	44,000	44,888	38,495	39,467
	Subtotal (Benefits - Departmental)	84,750	91,350	98,500	99,441	96,312	95,212
	Personnel Expenses	303,250	318,500	322,500	323,071	319,775	315,525
OPERATING EXPENSES:							
	Total Operating Expense	555,250	423,600	461,850	517,167	319,178	405,648
	Total Departmental Expenses	858,500	742,100	784,350	840,237	638,953	721,173

PALMDALE WATER DISTRICT
2016 BUDGET

Information Technology		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-09-4000-000	Salaries	216,000	224,650	221,500	221,954	220,881	218,357
1-09-4000-100	Salaries - Departmental Overtime	2,500	2,500	2,500	1,676	2,583	1,956
	Subtotal (Salaries)	218,500	227,150	224,000	223,630	223,463	220,313
Employee Benefits							
1-09-4005-000	Payroll Taxes	16,500	17,350	17,000	16,153	16,193	15,942
1-09-4010-000	Health Insurance	38,000	37,000	37,500	38,400	41,624	39,804
1-09-4015-000	PERS	30,250	37,000	44,000	44,888	38,495	39,467
	Subtotal (Benefits)	84,750	91,350	98,500	99,441	96,312	95,212
	Personnel Expenses	303,250	318,500	322,500	323,071	319,775	315,525
OPERATING EXPENSES:							
1-09-4050-000	Staff Travel	-	-	-	397	997	500
1-09-4060-000	Staff Conferences & Seminars	-	-	-	12,628	11,402	8,167
1-09-4120-100	Cogsdale Reimplementation and Templates	-	-	-	-	-	21,236
1-09-4155-300	Contracted Services - Computer Vendors	-	-	-	-	56,850	119,450
1-09-4155-905	Contracted Services - Offsite Services	5,000	5,000	5,000	4,920	-	-
1-09-4155-910	Contracted Services - Printer Services	3,000	3,000	1,500	3,957	-	-
1-09-4155-915	Contracted Services - Website Design Services	45,000	20,000	45,000	33,535	-	-
1-09-4155-920	Contracted Services - Telephony Services	3,500	-	3,500	1,200	-	-
1-09-4155-925	Contracted Services - Cloud Services	25,000	25,000	25,000	29,775	-	-
1-09-4155-930	Contracted Services - Network Services	45,000	42,500	45,000	43,509	-	-
1-09-4165-000	Memberships/Subscriptions	2,000	2,000	1,000	1,607	-	240
1-09-4230-120	Maintenance & Repair - Computer	-	-	-	-	-	-
1-09-4270-100	Telecommunication - Office Phone	16,500	16,500	16,500	16,897	16,235	-
1-09-4270-125	Telecommunication - Office Backbone	18,750	18,750	18,750	14,035	13,188	-
1-09-4270-150	Telecommunication - WTP Backbone	15,000	14,350	13,500	13,188	13,188	-
1-09-4270-300	Telecommunication - Cellular (Data & On-Call)	29,000	26,000	29,000	22,079	12,199	-
1-09-8000-100	Computer Equipment - Computers	20,000	20,000	20,000	21,104	18,251	53,420
1-09-8000-200	Computer Equipment - Mobility	10,000	7,000	6,600	579	-	87
1-09-8000-300	Computer Equipment - Monitors	2,000	-	2,000	-	493	1,918
1-09-8000-400	Computer Equipment - Printers	-	-	-	-	12	1,905
1-09-8000-500	Computer Equipment - Printer Supplies	3,000	1,000	3,000	1,883	1,324	5,503
1-09-8000-550	Computer Equipment - Telephony	2,500	500	2,500	-	-	-
1-09-8000-600	Computer Equipment - Other	40,000	3,000	20,000	38,264	8,684	35,723
1-09-8100-100	Computer Software - Maint. and Support	60,000	50,000	44,000	50,332	37,321	49,534
1-09-8100-140	Computer Software - Starnik Maint. & Support	130,000	110,000	110,000	166,375	94,800	39,500
1-09-8100-150	Computer Software - Dynamics GP Maint. & Support	60,000	49,000	36,000	40,580	27,795	43,124
1-09-8100-200	Computer Software - Software and Upgrades	20,000	10,000	14,000	322	6,441	25,339
	Total Operating Expense	555,250	423,600	461,850	517,167	319,178	405,648
	Total Departmental Expenses	858,500	742,100	784,350	840,237	638,953	721,173

PALMDALE WATER DISTRICT
FINANCE COMMITTEE - 2016 BUDGET (Departmental Overview)
Customer Care

Budget 2015: 1,121,950
Projected Actual 2015: 1,157,550
Requested 2016: 1,350,750

		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
DEPARTMENT PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-10-4000-000	Salaries	892,500	767,000	727,000	-	-	-
1-10-4000-100	Salaries - Departmental Overtime	10,000	8,000	13,500	-	-	-
	Subtotal (Salaries - Departmental)	902,500	775,000	740,500	-	-	-
Employee Benefits (Departmental)							
1-10-4005-000	Payroll Taxes	68,250	63,250	54,000	-	-	-
1-10-4010-000	Health Insurance	221,000	176,500	173,000	-	-	-
1-10-4015-000	Pers	119,000	116,250	132,000	-	-	-
	Subtotal (Benefits - Departmental)	408,250	356,000	359,000	-	-	-
	Personnel Expenses	1,310,750	1,131,000	1,099,500	-	-	-
OPERATING EXPENSES:							
	Total Operating Expense	40,000	26,550	22,450	-	-	-
	Total Departmental Expenses	1,350,750	1,157,550	1,121,950	-	-	-

PALMDALE WATER DISTRICT
2016 BUDGET

Customer Care		PROPOSED	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2016	2015	2015	2014	2013	2012
1-10-4000-000	Salaries	892,500	767,000	727,000	-	-	-
1-10-4000-100	Salaries - Departmental Overtime	10,000	8,000	13,500	-	-	-
	Subtotal (Salaries)	902,500	775,000	740,500	-	-	-
Employee Benefits							
1-10-4005-000	Payroll Taxes	68,250	63,250	54,000	-	-	-
1-10-4010-000	Health Insurance	221,000	176,500	173,000	-	-	-
1-10-4015-000	PERS	119,000	116,250	132,000	-	-	-
	Subtotal (Benefits)	408,250	356,000	359,000	-	-	-
	Personnel Expenses	1,310,750	1,131,000	1,099,500	-	-	-
OPERATING EXPENSES:							
1-10-4155-005	Contracted Services - Assessor Data (Realquest)	10,000	8,250	8,250	-	-	-
1-10-4155-010	Contracted Services - Credit Reporting Services	4,000	3,500	3,700	-	-	-
1-10-4155-015	Contracted Services - AMR Services (Itron)	6,000	5,800	5,000	-	-	-
1-10-4155-020	Contracted Services - NEMO-Q System	2,000	-	-	-	-	-
1-10-4230-110	Mtce & Rep Office - Equipment	500	-	500	-	-	-
1-10-4250-000	General Material & Supplies	7,500	6,500	1,500	-	-	-
1-10-4260-000	Business Forms	10,000	2,500	3,500	-	-	-
	Total Operating Expense	40,000	26,550	22,450	-	-	-
	Total Departmental Expenses	1,350,750	1,157,550	1,121,950	-	-	-

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PALMDALE WATER DISTRICT
2016 BUDGET

PROJECT EXPENDITURE SUMMARY

BUDGETING YEAR AMOUNT

	2016	2017	2018
Studies and Planning Documents	245,000	-	-
Safety & Regulatory Requirements	120,000	100,000	-
New Equipment	397,250	-	-
Replacement Equipment	213,000	-	-
General Projects	978,000	492,000	250,000
Replacement Capital Projects	2,288,000	2,130,000	1,775,000
New Capital Projects	-	-	-
New Capital Projects (CIF)	28,000	1,522,000	-
GAC Media Replacement	1,000,000	1,000,000	1,000,000
Annual Project Expenditures: [1]	5,269,250	5,244,000	3,025,000
3-Yr Total:	13,538,250		

1 The 2016 total amount includes items classified under capital expense. This amount is removed for the fund analysis calculation due to the amount of $x,xxx,000 being factored into the net operating income already.

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PALMDALE WATER DISTRICT
2016 BUDGET

	2016 FUND BREAKDOWN					
	O&M	**CF**	**WS**	**AR**	**CON**	**WQ**
Studies and Planning Documents	60,000	185,000	-	-	-	-
Safety & Regulatory Requirements	100,000	-	-	20,000	-	-
New Equipment	89,250	-	-	308,000	-	-
Replacement Equipment	8,000	-	-	205,000	-	-
General Projects	768,000	-	-	10,000	200,000	-
Replacement Capital Projects	1,463,000	-	75,000	1,590,000	-	-
New Capital Projects	-	-	-	-	-	-
New Capital Projects (CIF)	-	28,000	-	-	-	-
Series 2013A Water Revenue Bond Fund	-	-	-	-	-	-
GAC Media Replacement (4 Contactors)	-	-	-	-	-	1,000,000
	2,488,250	213,000	75,000	2,133,000	200,000	1,000,000
2016 Total Tie-out:	6,109,250					

Equipment	610,250
Capital Projects - General Fund	4,286,000
Capital Projects - CIF	213,000
Plant Expeditures	(2,488,250)
	2,621,000

Abbreviation Explanation		
O&M	=	Plant Expensed
CF	=	Capital Improvement Fund
WS	=	Source Water Supply
AR	=	Asset Replacement
CON	=	Conservation Program
WQ	=	Water Quality Fund
WRB	=	2013A Water Revenue Bond Fund

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
			O&M	CF	2016	2017	2018
Studies and Planning Documents							
PL01	2015 Urban Water Management Plan Update - Due June, 2016	ENG	60,000	-	60,000	-	-
PL02	2014 Water System Master Plan Update - CO	ENG	-	45,000	45,000	-	-
PL03	2014 Water System Master Plan Update - EIR	ENG	-	140,000	140,000	-	-
			60,000	185,000	245,000	-	-
		Total Fund Source:	245,000				

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
			O&M	AR	2016	2017	2018
Safety and Regulatory Compliance							
SF01	ARC Flash Hazard Analysis - Wells, Boosters, and WTP (CO)	FAC	62,000	-	62,000	-	-
SF02	Fire Doors and Fire Alarm Replacement - Administration Building	FAC	-	-	-	15,000	-
SF03	Fleet Lighting Improvements - Phase 2 of 3	FAC	10,000	-	10,000	10,000	-
SF04	AC Pipe Waste Disposal - JPIA Recommendation	FAC	28,000	-	28,000	-	-
SF05	Generator/Engine Emissions - Well No. 2A and 3A	FAC	-	20,000	20,000	-	-
SF06	Generator/Engine Emissions - 25th St & 45th St Booster Stations	FAC	-	-	-	20,000	-
SF07	Generator/Engine Emissions - WTP 250 kW	FAC	-	-	-	50,000	-
SF08	Crane Rigging	FAC	-	-	-	5,000	-
			100,000	20,000	120,000	100,000	-
		Total Fund Source:	120,000				

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
			O&M	AR	2016	2017	2018
New Equipment							
NE01	Handheld GPS Data Collection Equipment	ENG	-	20,000	20,000	-	-
NE02	Bucket Truck (Looking at Lease Option)	FAC	-	75,000	75,000	-	-
NE03	Power Broom	FAC	-	35,000	35,000	-	-
NE04	Valve Exercising Truck (Puchased - Expected Delivery Feb. 2016)	FAC	-	119,000	119,000	-	-
NE05	Submersible Mixer - Spare Solarbee Unit (GridBee)	FAC	-	14,000	14,000	-	-
NE06	Trailered Hot Water Pressure Washer	FAC	-	20,000	20,000	-	-
NE07	RobinAir Service System	FAC	4,250	-	4,250	-	-
NE08	District Data Storage (Additional Space)	IT	35,000	-	35,000	-	-
NE09	Tele-Conference Bridge	IT	-	25,000	25,000	-	-
NE10	WTP WiFi System	IT	25,000	-	25,000	-	-
NE11	Mobility Project	IT	25,000	-	25,000	-	-
			89,250	308,000	397,250	-	-
		Total Fund Source:	397,250				

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	AR	WQ	2016	2017	2018
Replacement Equipment								
RE01	Replacement Rock Drill, Pavement Breaker & Clay Spade (Qty. 2)	FAC	8,000	-	-	8,000	-	-
RE02	Replacement Vehicles/Fleet (3)	FAC	-	135,000	-	135,000	-	-
RE03	Data Center UPS System (Symmetra)	IT	-	20,000	-	20,000	-	-
RE04	Hi-Speed Document Scanners (Qty. 4)	IT	-	50,000	-	50,000	-	-
			8,000	205,000	-	213,000	-	-
		Total Fund Source:	213,000					

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	AR	CON	2016	2017	2018
General Projects								
PRO01	Entry Way Buildings - GAC & Filter Galleries (Safety Issue)	OPS	-	-	-	-	21,000	-
PRO02	Additional Brine Tank - WTP	OPS	-	-	-	-	65,000	-
PRO03	GAC Staging Area (2000 Sq. Ft.)	OPS	-	-	-	-	35,000	-
PRO04	Sludge Pump Station Flow Meter	OPS	4,000	-	-	4,000	-	-
PRO05	Sed Basin Loading Docks/Access Improvements	OPS	-	-	-	-	21,000	-
PRO06	Customer Lobby Improvements/Remodel	ENG	-	-	-	-	65,000	-
PRO07	Office/Work Space Improvements for Electronic Techs.	OPS	-	-	-	-	35,000	-
PRO08	HVAC Unit at WTP	FAC	-	10,000	-	10,000	-	-
PRO09	Small Kitchen Remodel (Main Office)	FAC	4,000	-	-	4,000	-	-
PRO10	Upgrade Conference Rooms (Projector Installation)	IT	10,000	-	-	10,000	-	-
PRO11	GIS Extended Capabilities	IT	25,000	-	-	25,000	-	-
PRO12	FIS/HR Upgrade (Dynamics GP)	IT	50,000	-	-	50,000	-	-
PRO13	CIS Software Replacement	FIN	675,000	-	-	675,000	-	-
PRO14	2016 Water Rebate Program - Controllers, Turf Replacement, etc.	WC	-	-	200,000	200,000	250,000	250,000
			768,000	10,000	200,000	978,000	492,000	250,000
		Total Fund Source:	978,000					

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	WS	AR	2016	2017	2018
Replacement Capital Projects								
RCP01	Meter Replacement Program - Purchase (Quantity = 4,588)	FIN	1,115,000	-	-	900,000	1,100,000	1,100,000
RCP02	Meter Replacement Program - Installation (Quantity = 4,588)	FIN	200,000	-	-	325,000	175,000	175,000
RCP03	Parking Lot Re-Surfacing - Administration and N.O.B.	FAC	100,000	-	-	100,000	-	-
RCP04	Palmdale Ditch Improvements	ENG	-	75,000	-	75,000	75,000	-
RCP05	WTP SCADA Radio Replacement	FAC	48,000	-	-	48,000	-	-
RCP06	Brine Storage Tanks - Well Sites (8)	FAC	-	-	130,000	130,000	130,000	-
RCP07	NaOCL Generator Replacement - (3) Well Sites and 45th Street Booster Station	FAC	-	-	265,000	265,000	300,000	500,000
RCP08	Production Flow Meter Replacements - All Well Sites (CO)	FAC	-	-	60,000	60,000	-	-
RCP09	Well 7A - Electrical Transformer	FAC	-	-	35,000	35,000	-	-
RCP10	Well 25 Rehabilitation	FAC	-	-	-	-	50,000	-
RCP11	Well 30 Rehabilitation (CO)	FAC	-	-	50,000	50,000	-	-
RCP12	Well 15 Rehabilitation (CO)	FAC	-	-	300,000	300,000	-	-
RCP13	Well 26 Rehabilitation	FAC	-	-	-	-	150,000	-
RCP14	Well 29 Rehabilitation	FAC	-	-	-	-	150,000	-
RCP15	WRB Project Committed Contract Carryover	ENG	-	-	750,000	-	-	-
			1,463,000	75,000	1,590,000	2,288,000	2,130,000	1,775,000
		Total Fund Source:	3,128,000					

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2014 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	WS	AR	2016	2017	2018
New Capital Projects								
	No New Capital Project items have been submitted for 2016							
			-	-	-	-	-	-
		Total Fund Source:	-					

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
			OM	CF	2016	2017	2018
New Capital Projects (CIF)							
NCC01	Well No. 34A - Design & Construction (Lanc. Subbasin)	ENG	-	-	-	1,500,000	-
NCC02	Acquisition of Tax Defaulted Properties	ENG	-	28,000	28,000	22,000	-
			-	28,000	28,000	1,522,000	-
		Total Fund Source:	28,000				

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PALMDALE WATER DISTRICT
2016 BUDGET

REQ. #	DESCRIPTION	Dept.	2016 FUND SOURCE BREAKDOWN	BUDGETING YEAR AMOUNT		
			WRB	2016	2017	Uncommitted
Series 2013A Water Revenue Bond Fund						
WB01	Littlerock Dam Sediment Removal - EIR/EIS/Permits		3,792	3,792	-	-
WB02	Upper Amargosa Recharge (Project Capacity)		1,156,620	1,156,620	-	-
WB03	Palmdale Regional Recharge & Recovery (Permits)		849,158	849,158	-	-
			2,009,570	2,009,570	-	-
		Total Fund Source:	2,009,570			