



PALMDALE WATER DISTRICT

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Board of Directors

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Division 2

GLORIA DIZMANG
Division 3

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Division 4

STEVE R. CORDOVA
Division 5

September 5, 2013

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

Wednesday, September 11, 2013

7:00 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. 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) Proposed California High Speed Rail Project. (Michelle Boehm, Southern California Regional Director, California High Speed Rail Authority)

- 6) Action Items - Consent 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.)
 - 6.1) Approval of minutes of regular meeting held August 24, 2013.
 - 6.2) Payment of bills for September 11, 2013.
- 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) Status report on Cash Flow Statement and Current Cash Balances as of July 31, 2013. (Financial Advisor Egan/Finance Committee)
 - 7.2) Status report on Financial Statements, Revenue and Expense and Departmental Budget Reports for July 31, 2013. (Finance Manager Williams/Finance Committee)
 - 7.3) Status report on committed contracts issued. (Engineering Manager Knudson/Finance Committee)
 - 7.4) Consideration and possible action on Amendment No. 1 to Temporary Employment Agreement for Retired Annuitant Jeannie Burns. (General Manager LaMoreaux)
 - 7.5) Consideration and possible action on requiring staff attendance reports for conferences, seminars, and training sessions. (Director Dizmang)
 - 7.6) Consideration and possible action on Board and staff attendance at conferences, seminars, and training sessions as follows:
 - a) Local Agency Formation Commission Independent Special District Selection Committee meeting to be held October 7, 2013 in Glendale. (President Mac Laren)
 - b) ACWA 2013 Fall Conference & Exhibition to be held December 3 – 6, 2013 in Los Angeles.
- 8) Information Items:
 - 8.1) Reports of Directors: Meetings, Committee meetings, and general report.
 - 8.2) Report of General Manager.
 - 8.3) Report of Attorney.
- 9) Public comments on closed session agenda matters.
- 10) Closed session under:
 - 10.1) Government Code Section 54956.9(d)(1), pending litigation: *Antelope Valley Ground Water Cases*.
 - 10.2) Government Code Section 54956.9(d)(1), pending litigation: *United States, et al. v. J-M Manufacturing Company, Inc., et al., United States District Court for the Central District of California Case No. ED CV06-0055-GW*.

- 10.3) Government Code Section 54956.9(d)(1), pending litigation: *Central Delta Water Agency vs. Department of Water Resources, Sacramento Superior Court Case No. 34-2010-80000561.*
- 10.4) Government Code Section 54956.9(d)(1), pending litigation: *Velez v. City of Palmdale, et al, Los Angeles Superior Court Case No. MC023216.*
- 10.5) Government Code Section 54956.9(d)(1), pending litigation: *SCWA v. DWR, Superior Court of California for the County of Sacramento, Case No. 34-2008-00016338 CU-BC-GDS (Area of Origin Litigation).*
- 11) Public report of any action taken in closed session.
- 12) Board members' requests for future agenda items.
- 13) Adjournment.


DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE:	September 5, 2013	September 11, 2013
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	<i>AGENDA ITEM NO. 7.1 – STATUS REPORT ON CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF JULY 31, 2013</i>	

Attached is the Investment Funds Report and current cash balance as of July 31, 2013. The reports will be reviewed in detail at the Board meeting.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT

				July 31, 2013				
DESCR							June-13	June-13
A/C #							VALUE	VALUE
CASH								
0-0103	Citizens/US Bank - Checking						193,158.63	938,742.74
0-0104	Citizens- Merchant						107,431.18	135,978.37
						Bank cash	300,589.81	1,074,721.11
0-0119	PETTY CASH						300.00	300.00
0-0120	CASH ON HAND						3,400.00	3,400.00
	TOTAL CASH						304,289.81	1,078,421.11
INVESTMENTS								
0-0110	UBS ACCOUNT SS 11469 GG							
	UBS RMA Government Portfolio						5,296,207.95	5,515,926.59
	UBS Bank USA Dep acct						250,000.00	250,000.00
	1998 Debt Reserve Fund							
	FHLB par 1.4Mil matures 10/18/13 3.625% interest						1,410,514.00	1,414,406.00
	Accrued interest						14,520.10	9,868.04
							6,971,242.05	7,190,200.63
0-1110	UBS ACCOUNT SS 11475 GG							
	UBS Bank USA Dep acct						181,535.23	181,530.58
	UBS RMA Government Portfolio						0.00	0.00
							181,535.23	181,530.58
0-0115	LAIF						11,690.59	11,690.59
0-0111	UBS ACCOUNT SS 11432 GG							
	UBS Bank USA Dep acct						54,881.51	250,000.00
	UBS RMA Government Portfolio						2.53	304,987.11
	Accrued interest						3,496.80	4,082.65
	US GOVERNMENT SECURITIES:							
		ISSUE		EXPIR			MARKET	MARKET
		DATE	ISSUER	DATE	RATE	PAR	VALUE	VALUE
			FNMA	10/26/15	1.625	500,000	512,655.00	512,395.00
			FNMA	06/28/17	1.125	500,000	497,080.00	495,355.00
			FNMA	07/17/17	1.2	500,000	491,285.00	489,475.00
			FHLB	12/28/17	0.95	500,000	489,880.00	487,910.00
			FHLMC	07/25/18	2.00	500,000	501,305.00	
						2,500,000.00	2,492,205.00	1,985,135.00
	TOTAL MANAGED ACCOUNT						2,550,585.84	2,544,204.76
	TOTAL INVESTMENTS						9,715,053.71	9,927,626.56
GRAND TOTAL CASH AND RESTRICTED CASH							10,019,343.52	11,006,047.67
						Incr (Decr)	(986,704.15)	226,595.17
		Checking		304,290				
		UBS MM		7,152,777		BNY Mellon		
		LAIF		11,691		Construction	8,376,631.63	8,500,000.00
		UBS Investment		2,550,586		Issuance	0.00	7,109.16
		Restricted		0			8,376,631.63	8,507,109.16
		Total		10,019,344				

REVISED 09/05/13	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	2013	
	<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>	<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>	<u>YTD</u>
Water Sales	1,650,519	1,596,949	1,675,412	1,839,852	1,983,700	2,140,418	2,277,708	2,454,000	2,452,200	2,221,000	2,054,200	1,759,700	24,105,657
	1,650,519	1,596,949	1,675,412	1,839,852	1,983,700	2,140,418	2,277,708	2,454,000	2,452,200	2,221,000	2,054,200	1,759,700	
Beginning Balance	9,001,455	9,043,624	9,364,314	7,809,930	10,211,620	10,779,452	11,006,048	10,019,344	10,544,608	8,422,255	8,063,182	8,756,764	
Water Receipts	2,428,492	1,596,949	1,905,179	1,839,852	1,931,246	2,072,882	2,277,708	2,454,000	2,452,200	2,221,000	2,054,200	1,759,700	24,993,408
Other													
Total Operating Revenue	2,428,492	1,596,949	1,905,179	1,839,852	1,931,246	2,072,882	2,277,708	2,454,000	2,452,200	2,221,000	2,054,200	1,759,700	
Operating Expenses:													
Total Operating Expenses excl GAC	1,953,262	1,477,034	1,514,430	1,096,787	1,588,065	1,630,682	1,772,273	1,776,600	1,725,700	1,839,550	1,794,100	2,255,100	20,423,583
													3,682,074
Non-Operating Revenue Expenses:													
Assessments, net	620,213	287,572	2,234	1,883,965	585,806	5,790	287,658	143,000			113,500	2,383,600	6,313,338
Special Avek CIF Payment													0
Interest	(5,316)	(6,054)	1,396	(424)	835	5,250	2,100	1,900	2,100	2,100	2,100	2,100	8,086
Mkt adj					(16,104)	(16,532)							
Grant Re-imbursement											485,000		485,000
Capital Improvement Fees		44,176	(116,241)	0	48,031	12,500	12,500	12,500	12,500	12,500	12,500	12,500	63,466
													0
DWR Refund/(payment)				59,514	35,285		(436,485)						(341,686)
Other /Palmdale Redevel Agency	9,828	54,653	6,774	13,488	16,165	9,849	41,835						152,592
Total Non-Operating Revenues	624,724	380,347	(105,836)	1,956,543	670,018	16,858	(92,393)	157,400	14,600	14,600	613,100	2,398,200	6,680,797
Capital Expenditures	(194,434)		(61,168)	(103,645)	(54,481)	(52,617)	(82,411)	(94,853)	(8,898)	(319,100)			(971,607)
GAC	(233,893)				(216,776)		(216,829)	(925)	(555,923)	(256,405)			(1,480,751)
SWP Capitalized	(629,459)	(156,354)	(180,606)	(156,354)	(156,354)	(156,354)	(575,348)	(156,400)	(184,600)	(156,400)	(156,400)	(156,400)	(2,821,029)
Prepaid Insurance (paid) refunded			(65,835)					(34,140)					(99,975)
Bond Payments Interest			(1,010,820)						(829,635)				(1,840,455)
Principal			(517,540)						(1,261,179)				(1,778,719)
System Work for AVEK													0
Butte payments							(507,402)					(507,402)	(1,014,804)
Capital leases		(23,218)	(3,327)	(37,919)	(17,756)	(23,491)	(17,756)	(23,218)	(23,218)	(23,218)	(23,218)	(23,218)	(239,557)
Legal adjudication fees													0
Total Cash Ending Balance	9,043,624	9,364,314	7,809,930	10,211,620	10,779,452	11,006,048	10,019,344	10,544,608	8,422,255	8,063,182	8,756,764	9,972,544	(10,246,897)
					94,799							Budget	8,193,078
											diff	1,779,466	115,974
actual cash	9,043,624	9,364,314	7,809,930	10,211,620	10,779,453	11,006,048	10,019,344						

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE: September 4, 2013 **September 11, 2013**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: ***AGENDA ITEM 7.2 – STATUS REPORT ON FINANCIAL STATEMENTS,
REVENUE AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR
JULY 31, 2013***

Discussion:

Presented here are Balance Sheet and Profit/Loss Statement for the period ending July 31, 2013. 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 July, 2013.

This is the seventh month of the District's Budget Year 2013. The target percentage is 58%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on July 31, 2013.
- Current assets are reduced by approximately \$1MM due to the drawdown of bond proceeds.
- Receivables have increased by approximately \$3MM due to recognizing our assessment receivables.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on July 31, 2013.
- Operating revenue is at 57% of budget.
- Cash operating expense is at 54% of budget.
- All departments are operating at or below the target 58% in their respective budget with the exception of Engineering which is at 61%.
- Page 3-1 is the make-up of other operating revenues.

Year-To-Year Comparison P&L:

- Page 7 is our comparison of July, 2012 to July, 2013.
- Total operating revenue is down by \$13K, or .6%.
- Operating expenditures are up by \$307K, or 19%.
- Page 8 is a graphic presentation of the water consumption comparison. Units billed in acre feet were down by 102, or 5%. Total revenue per unit sold is up \$0.10, or 4%, and total revenue per connection is down \$0.39, or .5%.

September 4, 2013

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year-to-date.
- Operating revenue through July, 2013 is up by \$1.2MM, or 11%, compared to 2012.
- Retail water related sales are up by \$959K over last year.
- As mentioned, we are at 57% of budget; last year this time we were at 54%.
- Total revenue is up \$22K. or .14%.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year-to-date.
- Cash Operating Expenses through July, 2013 are down by \$195K, or 1.7%, compared to 2012.
- Total Expenses are approximately even with last year.

Departments:

- Pages 14 through 22 are detailed budgets of each department. As stated earlier, all departments are below the target 58% with the exception of Engineering. Nothing unusual for the department as they continue to implement the major GIS project.

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.

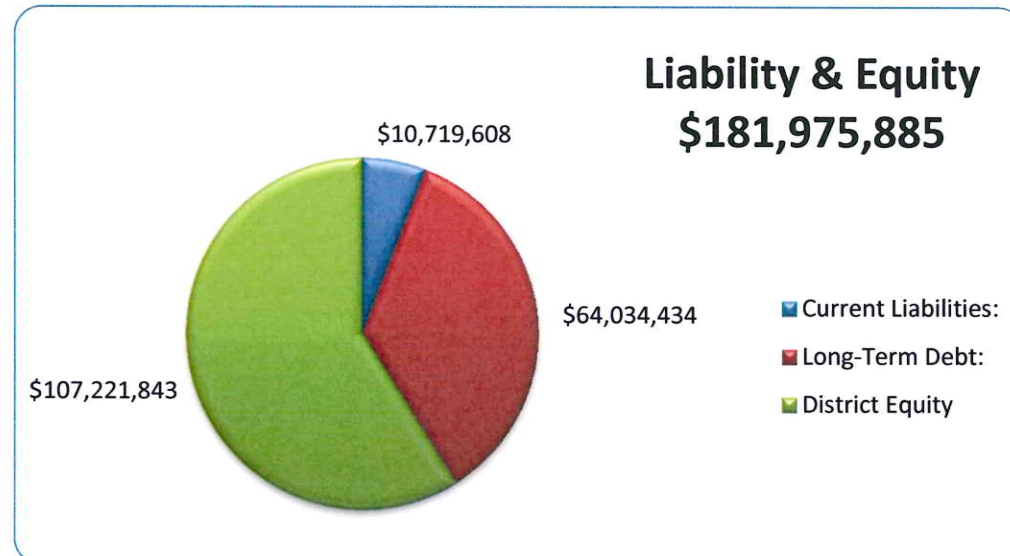
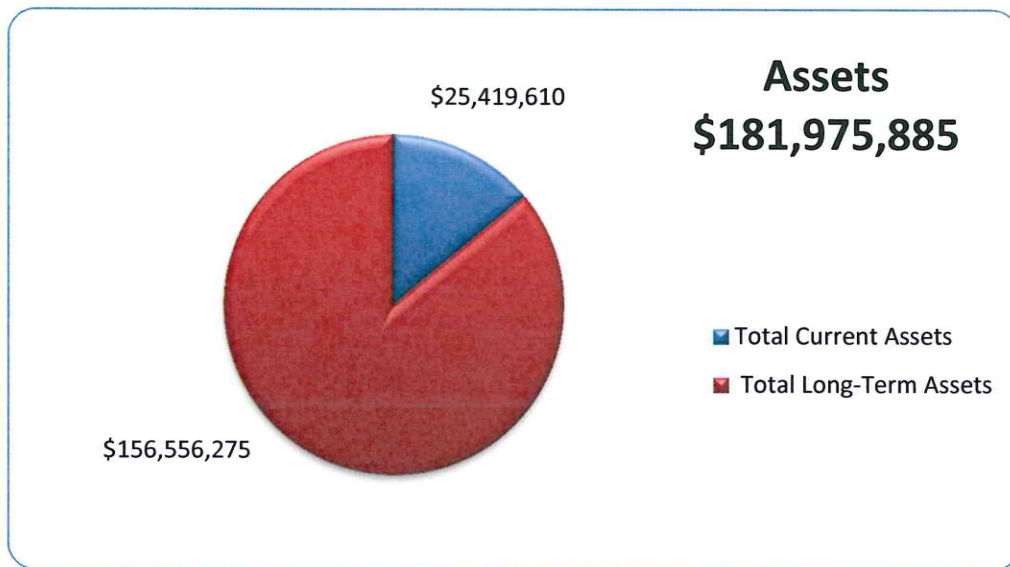
Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair and maintain our asset infrastructure.

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

Palmdale Water District
Balance Sheet Report
For the Seven Months Ending 7/31/2013

	<u>July 2013</u>	<u>June 2013</u>
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 304,484	\$ 1,078,421
Investments	9,715,061	9,927,627
2013A Bonds - Project Funds	8,367,524	8,500,000
	<u>\$ 18,387,068</u>	<u>\$ 19,506,048</u>
Receivables:		
Accounts Receivables - Water Sales	\$ 1,744,684	\$ 1,710,770
Accounts Receivables - Miscellaneous	255,741	251,851
Allowance for Uncollected Accounts	(49,317)	(49,317)
	<u>\$ 1,951,109</u>	<u>\$ 1,913,304</u>
Interest Receivable	\$ 9	\$ 9
Assessments Receivables	4,123,864	411,521
Meters, Materials and Supplies	907,755	940,185
Prepaid Expenses	49,805	75,592
Total Current Assets	\$ 25,419,610	\$ 22,846,659
Long-Term Assets:		
Property, Plant, and Equipment, net	\$ 116,759,680	\$ 116,988,270
Participation Rights in State Water Project, net	38,136,972	37,198,967
Bond Issuance Cost, Net	258,575	260,926
2013A Bonds - Cost of Issuance	1,159,832	1,135,017
2013A Bonds - Insurance & Surety Bond	241,215	241,881
Total Long-Term Assets	\$ 156,556,275	\$ 155,825,061
Total Assets	\$ 181,975,885	\$ 178,671,720
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities:		
Current Interest Installment of Long-term Debt	\$ 446,457	\$ 254,868
Current Principal Installment of Long-term Debt	1,424,665	1,424,665
Accounts Payable and Accrued Expenses	5,431,823	5,816,509
Deferred Assessments	3,416,663	(250,004)
Total Current Liabilities	\$ 10,719,608	\$ 7,246,039
Long-Term Debt:		
Pension-Related Debt	\$ 1,141,041	\$ 1,141,041
OPEB Liability	7,005,348	6,857,219
2013A Water Revenue Bonds	44,424,734	44,426,985
2012 - Certificates of Participation	10,978,750	10,971,952
2004 - Certificates of Participation	-	-
2011 - Capital Lease Payable	484,561	498,207
Total Long-Term Liabilities	\$ 64,034,434	\$ 63,895,404
Total Liabilities	\$ 74,754,042	\$ 71,141,443
District Equity		
Revenue from Operations	\$ (2,210,861)	\$ (1,902,427)
Retained Earnings	109,432,704	109,432,704
Total Liabilities and District Equity	\$ 181,975,885	\$ 178,671,720

BALANCE SHEET AS OF JULY 31, 2013



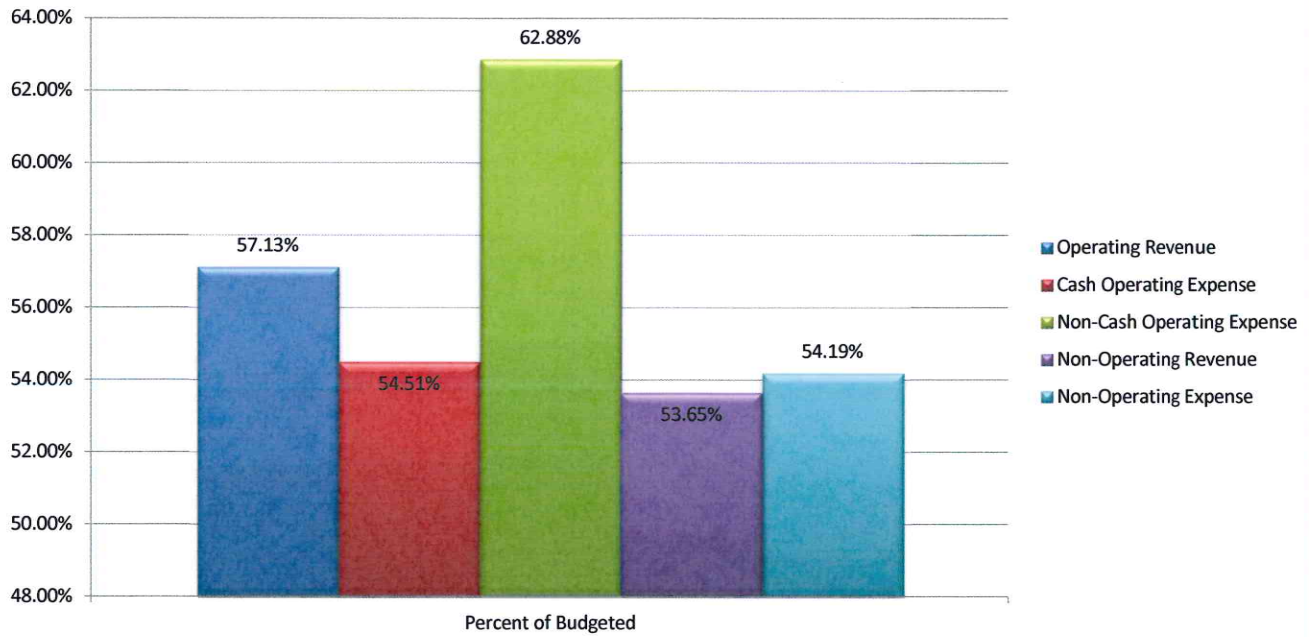
Palmdale Water District
Consolidated Profit and Loss Statement
For the Seven Months Ending 7/31/2013

	Thru June	July	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	\$ 32,352	\$ 28,394	\$ 60,746		\$ 175,000	34.71%
Water Sales	3,519,220	948,371	4,467,591		8,198,000	54.50%
Meter Fees	5,521,401	920,744	6,442,145		11,232,000	57.36%
Water Quality Fees	678,828	185,773	864,602		1,638,000	52.78%
Elevation Fees	216,954	66,887	283,841		550,000	51.61%
Other	918,094	127,538	1,045,632		1,250,000	83.65%
Total Water Sales	\$ 10,886,850	\$ 2,277,708	\$ 13,164,557	\$ -	\$ 23,043,000	57.13%
Cash Operating Expenses:						
Directors	\$ 50,640	\$ 8,330	\$ 58,970		\$ 117,500	50.19%
Administration	1,136,482	263,268	1,399,750		2,602,000	53.80%
Engineering	617,516	125,937	743,453		1,215,750	61.15%
Facilities	1,423,995	297,410	1,721,405		3,298,500	52.19%
Operations	2,311,395	543,333	2,854,727		4,944,250	57.74%
Finance	1,264,431	286,922	1,551,354		2,789,000	55.62%
Water Conservation	109,078	23,733	132,811		239,750	55.40%
Human Resources	70,711	22,805	93,516		209,600	44.62%
Information Technology	316,900	61,521	378,420		728,000	51.98%
Water Purchases	1,281,989	74,874	1,356,863		2,600,000	52.19%
Water Purchases-Prior Year OAP	436,485	-	436,485		-	-
Water Recovery	(401,645)	-	(401,645)		(100,000)	401.65%
Capitalized Expenditures	498,977	32,051	531,028		836,500	63.48%
GAC Filter Media Replacement	437,068	216,829	653,896		1,638,000	39.92%
Total Cash Operating Expenses	\$ 9,554,021	\$ 1,957,012	\$ 11,511,033	\$ -	\$ 21,118,850	54.51%
Non-Cash Operating Expenses:						
Depreciation	\$ 4,076,076	\$ 580,701	\$ 4,656,777		\$ 7,250,000	64.23%
OPEB Accrual Expense	991,336	165,223	1,156,559		2,000,000	57.83%
Bad Debts	5,036	389	5,426		100,000	5.43%
Service Costs Construction	67,905	(9,354)	58,551		125,000	46.84%
Capitalized Construction	(384,647)	(163,471)	(548,118)		(1,000,000)	54.81%
Total Non-Cash Operating Expenses	\$ 4,755,706	\$ 573,488	\$ 5,329,194	\$ -	\$ 8,475,000	62.88%
Net Operating Profit/(Loss)	\$ (3,422,877)	\$ (252,793)	\$ (3,675,670)	\$ -	\$ (6,550,850)	56.11%
Non-Operating Revenues:						
Assessments (Debt Service)	\$ 2,156,421	\$ 234,949	\$ 2,391,370		\$ 4,300,000	55.61%
Assessments (1%)	902,992	98,384	1,001,376		1,500,000	66.76%
DWR Fixed Charge Recovery	94,799	-	94,799		100,000	94.80%
Interest	(28,623)	7,178	(21,444)		25,000	-85.78%
Capital Improvement Fees	(24,034)	-	(24,034)		150,000	-16.02%
State Grants	-	-	-		485,000	0.00%
Other	116,177	41,835	158,011		150,000	105.34%
Total Non-Operating Revenues	\$ 3,217,732	\$ 382,346	\$ 3,600,078	\$ -	\$ 6,710,000	53.65%
Non-Operating Expenses:						
Interest on Long-Term Debt	\$ 847,512	\$ 201,375	\$ 1,048,887		\$ 2,111,000	49.69%
Amortization of SWP	865,854	144,745	1,010,599		1,679,000	60.19%
Water Conservation Programs	60,820	14,964	75,784		150,000	50.52%
Total Non-Operating Expenses	\$ 1,774,186	\$ 361,083	\$ 2,135,270	\$ -	\$ 3,940,000	54.19%
Net Earnings	\$ (1,979,331)	\$ (231,530)	\$ (2,210,861)	\$ -	\$ (3,780,850)	58.48%

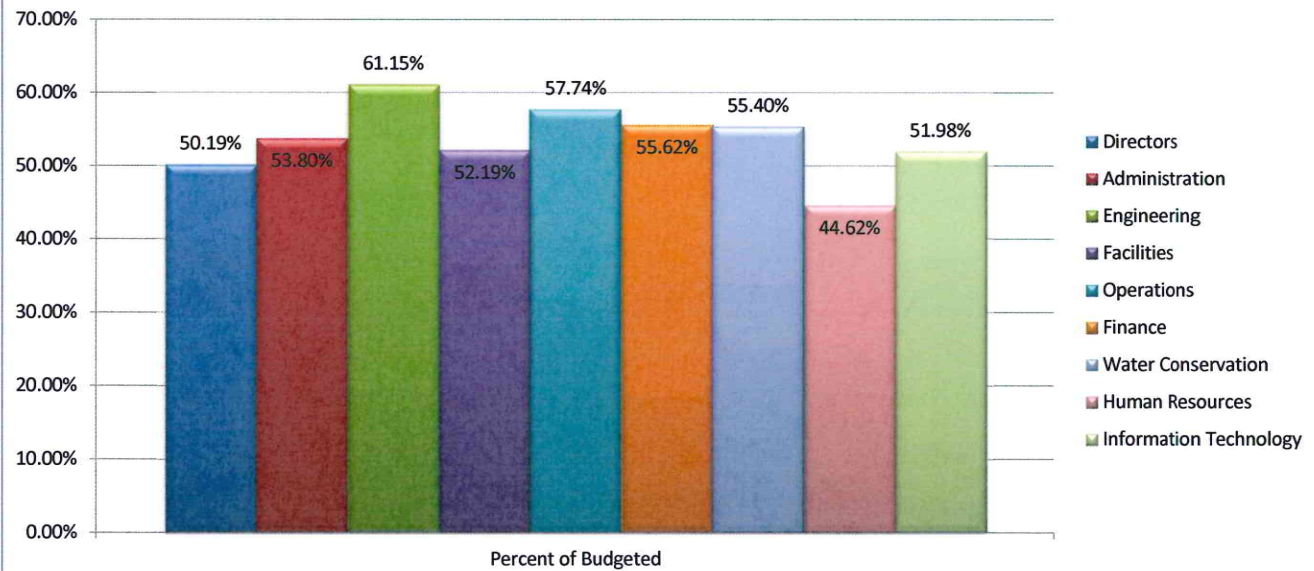
OTHER OPERATING REVENUE

5/8" Meter Charge(\$109)	\$160.00
Account Setup Charge(\$25)	\$2,900.00
Account Setup Charge/CC (\$35)	\$2,310.00
After Hours Service Call	\$560.00
Construction Meter Install(\$250)	\$250.00
Credit Check(\$10)	\$10.00
Door Tag Fee(\$20)	\$60,180.00
Lock Broken or Missing(\$15)	\$90.00
Meter Exchange 1" to 5/8"(\$240)	\$720.00
Pulled Meter Service Charge(\$60)	\$300.00
Repair Angle Stop After Hours(\$600.00)	\$1,200.00
Repair Angle Stop(\$440.00)	\$3,080.00
Shut-Off Charge(\$30)	\$8,850.00
Shut-Off Processing Fee(\$20)	\$100.00
Standard Trip Charge(\$15)	\$495.00
Late Fees	\$48,641.68
NSF Fee	\$1,425.00
	<u>\$131,271.68</u>

P & L BUDGET vs. ACTUAL



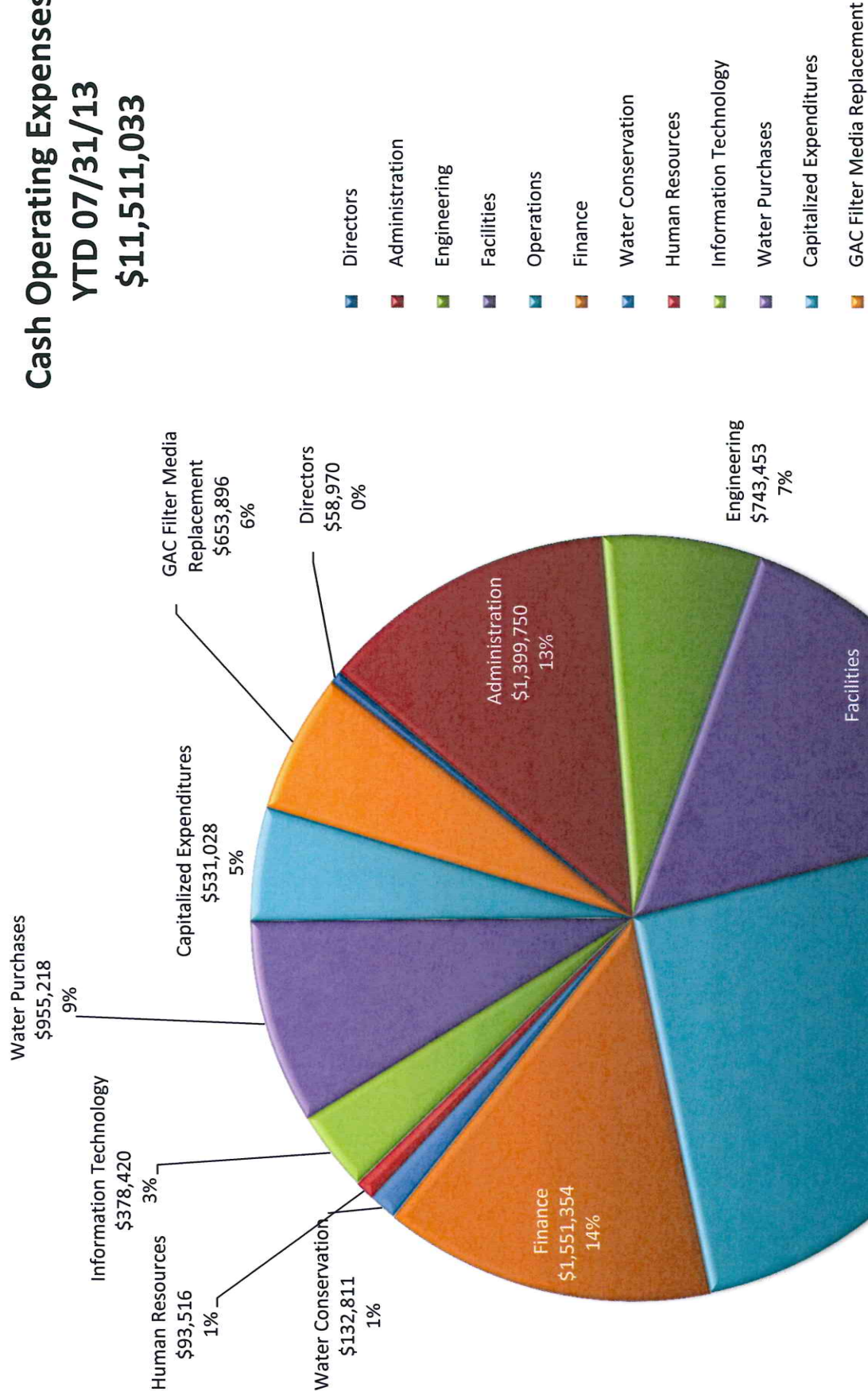
DEPARTMENTAL - BUDGET vs. ACTUAL



Cash Operating Expenses

YTD 07/31/13

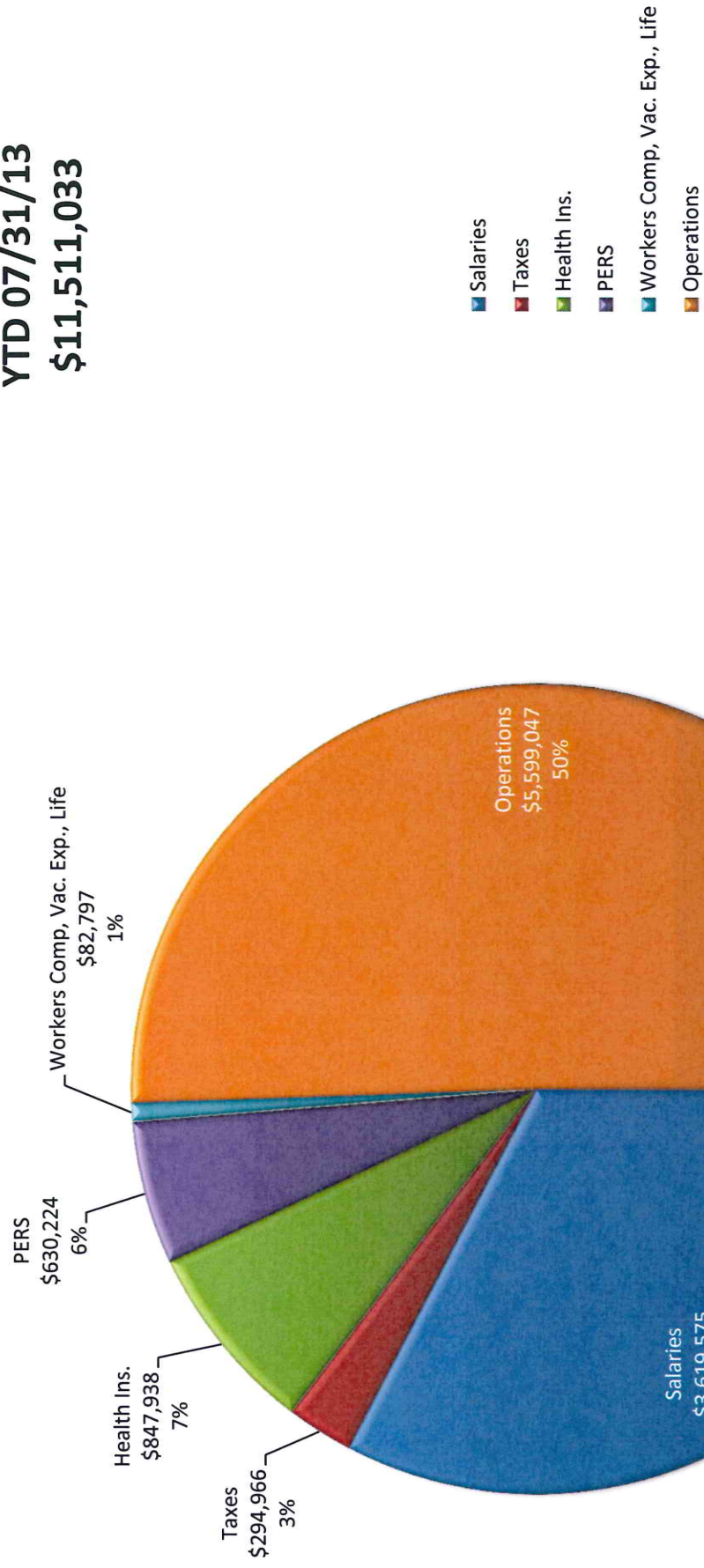
\$11,511,033



Personnel to Operations Exp

YTD 07/31/13

\$11,511,033

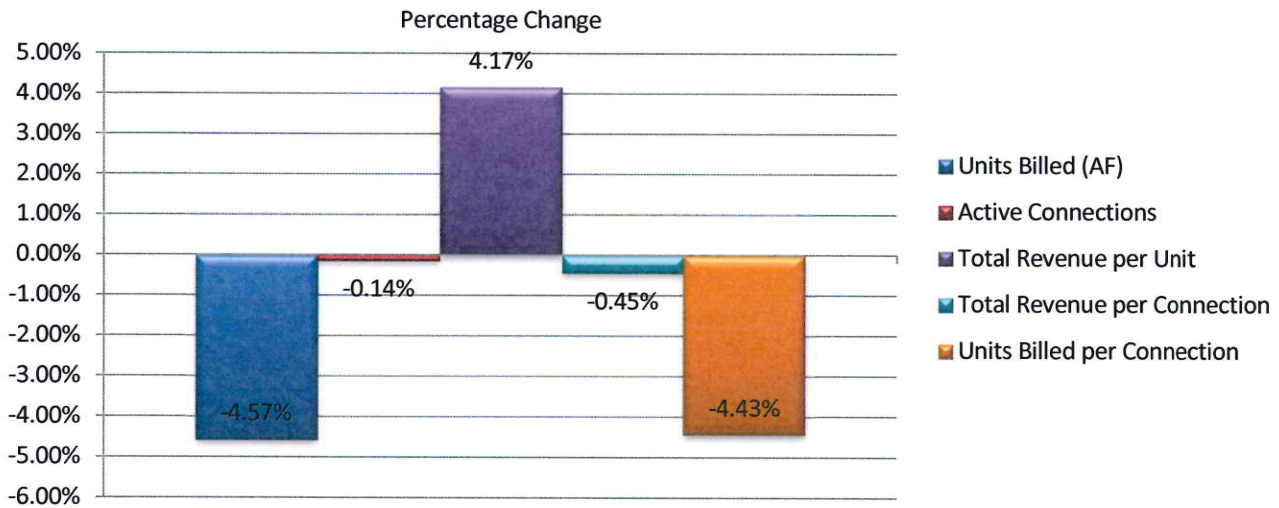
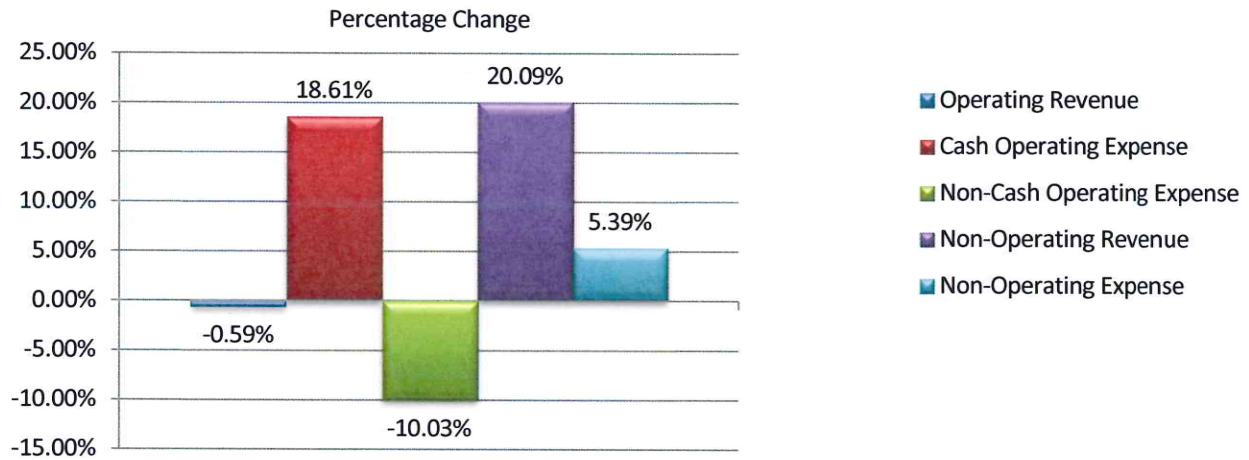


Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison - July

	2012 July	2013 July	Change	% Change	Consumption Comparison		
					Units Billed	2012 974,841	2013 930,314
Operating Revenue:							
Wholesale Water	\$ -	\$ 28,394	\$ 28,394		Active	26,355	26,317
Water Sales	1,050,397	948,371	(102,026)	-9.71%	Vacant	1,287	1,027
Meter Fees	866,817	920,744	53,927	6.22%			
Water Quality Fees	194,925	185,773	(9,152)	-4.70%			
Elevation Fees	69,362	66,887	(2,475)	-3.57%	Rev/unit	\$ 2.35	\$ 2.45
Other	109,731	127,538	17,807	16.23%	Rev/con	\$ 86.94	\$ 86.55
Total Water Sales	\$ 2,291,232	\$ 2,277,708	\$ (13,525)	-0.59%	Unit/con	36.99	35.35
Cash Operating Expenses:							
Directors	\$ 8,502	\$ 8,330	\$ (173)	-2.03%			
Administration	211,492	263,268	51,776	24.48%			
Engineering	85,898	125,937	40,040	46.61%			
Facilities	235,014	297,410	62,396	26.55%			
Operations	469,572	543,333	73,761	15.71%			
Finance	228,559	286,922	58,363	25.54%			
Water Conservation	19,817	23,733	3,916	19.76%			
Human Resources	25,542	22,805	(2,736)	-10.71%			
Information Technology	66,570	61,521	(5,049)	-7.58%			
Water Purchases	55,877	74,874	18,997	34.00%			
Water Purchases-Prior Year OAP	-	-	-				
Water Recovery	-	-	-				
Capitalized Expenditures	29,366	32,051	2,685	9.14%			
GAC Filter Media Replacement	213,723	216,829	3,106	1.45%			
Total Cash Operating Expenses	\$ 1,649,932	\$ 1,957,012	\$ 307,081	18.61%			
Non-Cash Operating Expenses:							
Depreciation	\$ 565,587	\$ 580,701	\$ 15,114	2.67%			
OPEB Accrual Expense	147,678	165,223	17,545	11.88%			
Bad Debts	(38)	389	427	-1137.33%			
Service Costs Construction	7,166	(9,354)	(16,520)	-230.52%			
Capitalized Construction	(82,976)	(163,471)	(80,495)	97.01%			
Total Non-Cash Operating Expenses	\$ 637,418	\$ 573,488	\$ (63,930)	-10.03%			
Net Operating Profit/(Loss)	\$ 3,883	\$ (252,793)	\$ (256,676)	-6610.06%			
Non-Operating Revenues:							
Assessments	\$ 296,548	\$ 333,333	\$ 36,785	12.40%			
DWR Fixed Charge Recovery	-	-	-				
Interest	4,864	7,178	2,314	47.57%			
Capital Improvement Fees	-	-	-				
State Grants	-	-	-				
Other	16,981	41,835	24,854	146.37%			
Total Non-Operating Revenues	\$ 318,393	\$ 382,346	\$ 63,953	20.09%			
Non-Operating Expenses:							
Interest on Long-Term Debt	\$ 208,555	\$ 201,375	\$ (7,180)	-3.44%			
Amortization of SWP	128,945	144,745	15,800	12.25%			
Water Conservation Programs	5,114	14,964	9,849	192.58%			
Total Non-Operating Expenses	\$ 342,614	\$ 361,083	\$ 18,469	5.39%			
Net Earnings	\$ (20,338)	\$ (231,530)	\$ (211,193)	1038.44%			

YEAR-TO-YEAR COMPARISON

July '12 -To- July '13



	2012	2013	Change	
Units Billed (AF)	2,238	2,136	-102	-4.57%
Active Connections	26,355	26,317	-38	-0.14%
Non-Active	1,287	1,027	-260	-20.20%
Total Revenue per Unit	\$2.35	\$2.45	\$0.10	4.17%
Total Revenue per Connection	\$86.94	\$86.55	-\$0.39	-0.45%
Units Billed per Connection	36.99	35.35	-2	-4.43%

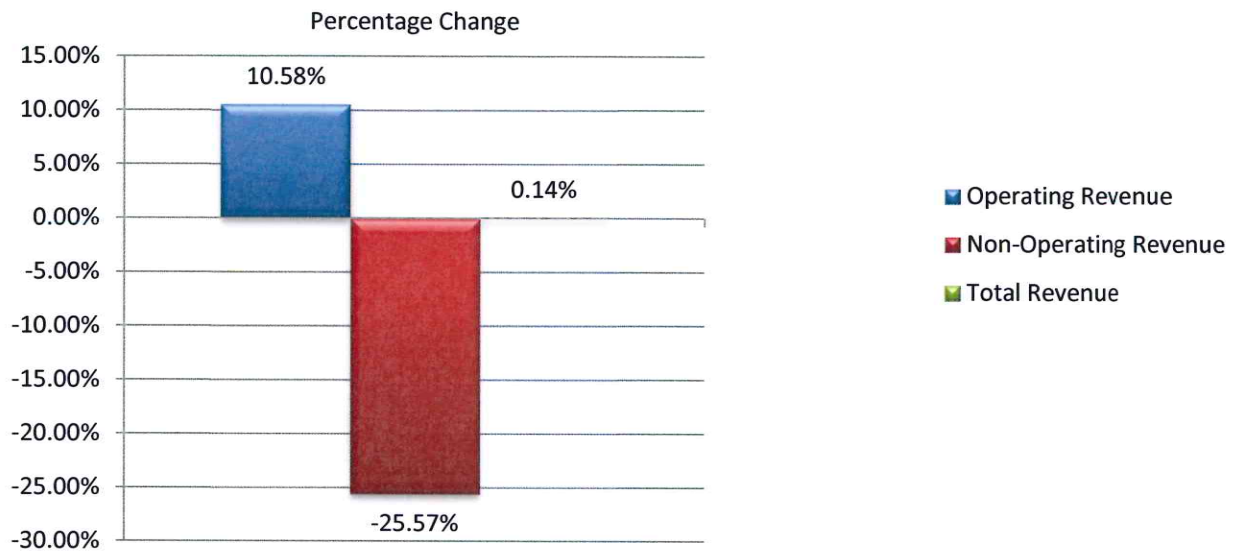
Palmdale Water District
Revenue Analysis
For the Seven Months Ending 7/31/2013
2013

	2012 to 2013 Comparison				
	Thru June	July	Year-to-Date	% Change	
Operating Revenue:					
Wholesale Water	\$ 32,352	28,394	60,746		
Water Sales	3,519,220	948,371	4,467,591		
Meter Fees	5,521,401	920,744	6,442,145		
Water Quality Fees	678,828	185,773	864,602		
Elevation Fees	216,954	66,887	283,841		
Other	918,094	127,538	1,045,632		
Total Water Sales	\$ 10,886,850	\$ 2,277,708	\$13,164,557	57.13%	
Non-Operating Revenues:					
Assessments (Debt Service)	\$ 2,156,421	\$ 234,949	\$ 2,391,370		
Assessments (1%)	902,992	98,384	1,001,376		
DWR Fixed Charge Recovery	94,799	-	94,799		
Interest	(28,623)	7,178	(21,444)		
Capital Improvement Fees	(24,034)	-	(24,034)		
State Grants	-	-	-		
Other	116,177	41,835	158,011		
Total Non-Operating Revenues	\$ 3,217,732	\$ 382,346	\$ 3,600,078	46.69%	
Total Revenue	\$ 14,104,581	\$ 2,660,054	\$16,764,635	54.51%	

	2012 to 2013 Comparison				
	Thru June	July	Year-to-Date	% Change	
Operating Revenue:					
Wholesale Water	\$ -	-	-		
Water Sales	2,875,693	1,050,397	3,926,090		
Meter Fees	5,167,096	866,817	6,033,913		
Water Quality Fees	655,780	194,925	850,706		
Elevation Fees	218,665	69,362	288,027		
Other	696,417	109,731	806,148		
Total Water Sales	\$ 9,613,651	\$ 2,291,232	\$11,904,884	54.43%	
Non-Operating Revenues:					
Assessments (Debt Service)	\$ 1,861,934	\$ 296,548	\$ 2,158,482		
Assessments (1%)	754,191	120,119	874,310		
DWR Fixed Charge Recovery	435,918	-	435,918		
Interest	14,725	4,864	19,590		
Capital Improvement Fees	1,233,339	-	1,233,339		
State Grants	-	-	-		
Other	98,448	16,981	115,429		
Total Non-Operating Revenues	\$ 4,398,555	\$ 438,513	\$ 4,837,067	67.21%	
Total Revenue	\$ 14,012,206	\$ 2,729,745	\$16,741,951	57.60%	

REVENUE COMPARISON YEAR-TO-DATE

July '12-To-July '13



Palmdale Water District
Operating Expense Analysis
For the Seven Months Ending 7/31/2013

2013

2012 to 2013 Comparison

	Thru June	July	Year-to-Date	Adjusted Budget	% of Budget	Thru June	July	Year-to-Date	% Change
Cash Operating Expenses:									
Directors	\$ 50,640	\$ 8,330	\$ 58,970	\$ 117,500	50.19%	\$ (5,884)	\$ (173)	\$ (6,056)	-9.31%
Administration	1,136,482	263,268	1,399,750	2,602,000	53.80%	(335,100)	51,776	(283,324)	-16.83%
Engineering	617,516	125,937	743,453	1,215,750	61.15%	64,321	40,040	104,361	16.33%
Facilities	1,423,995	297,410	1,721,405	3,298,500	52.19%	(170,111)	62,396	(107,716)	-5.89%
Operations	2,311,395	543,333	2,854,727	4,944,250	57.74%	189,219	73,761	262,980	10.15%
Finance	1,264,431	286,922	1,551,354	2,789,000	55.62%	(89,790)	58,363	(31,427)	-1.99%
Water Conservation	109,078	23,733	132,811	239,750	55.40%	5,653	3,916	9,569	7.76%
Human Resources	70,711	22,805	93,516	209,600	44.62%	(49,788)	(2,736)	(52,524)	-35.97%
Information Technology	316,900	61,521	378,420	728,000	51.98%	7,822	(5,049)	2,773	0.74%
Water Purchases	1,281,989	74,874	1,356,863	2,600,000	52.19%	(344,074)	18,997	(325,077)	-19.33%
Water Purchases-Prior Year OAP	436,485	-	436,485	-	-	436,485	-	436,485	272.96%
Water Recovery	(401,645)	-	(401,645)	(100,000)	401.65%	(293,954)	-	(293,954)	19.07%
Capitalized Expenditures	498,977	32,051	531,028	836,500	63.48%	82,354	2,685	85,038	0.55%
GAC Filter Media Replacement	437,068	216,829	653,896	1,638,000	39.92%	462	3,106	3,568	0.55%
Total Cash Operating Expenses	\$ 9,554,021	\$ 1,957,012	\$ 11,511,033	\$ 21,118,850	54.51%	\$ (502,386)	\$ 307,081	\$ (195,306)	-1.70%
Non-Cash Operating Expenses:									
Depreciation	\$ 4,076,076	\$ 580,701	\$ 4,656,777	\$ 7,250,000	64.23%	\$ 564,679	\$ 15,114	\$ 579,793	14.22%
OPEB Accrual Expense	991,336	165,223	1,156,559	3,156,559	36.64%	(55,621)	17,545	(38,077)	-3.19%
Bad Debts	5,036	389	5,426	105,426	5.15%	1,324	427	1,751	47.65%
Service Costs Construction	67,905	(9,354)	58,551	183,551	31.90%	29,380	(16,520)	12,860	28.15%
Capitalized Construction	(384,647)	(163,471)	(548,118)	(1,548,118)	35.41%	(13,583)	(80,495)	(94,078)	20.72%
Total Non-Cash Operating Expenses	\$ 4,755,706	\$ 573,488	\$ 5,329,194	\$ 9,147,417	58.26%	\$ 526,178	\$ (63,930)	\$ 462,249	8.67%
Non-Operating Expenses:									
Interest on Long-Term Debt	\$ 847,512	\$ 201,375	\$ 1,048,887	\$ 2,111,000	49.69%	\$ (403,817)	\$ (7,180)	\$ (410,997)	-28.15%
Amortization of SWP	865,854	144,745	1,010,599	1,679,000	60.19%	92,184	15,800	107,984	11.96%
Water Conservation Programs	60,820	14,964	75,784	150,000	50.52%	33,192	9,849	43,041	1.80%
Total Non-Operating Expenses	\$ 1,774,186	\$ 361,083	\$ 2,135,270	\$ 3,940,000	54.19%	\$ (278,442)	\$ 18,469	\$ (259,972)	-10.85%
Total Expenses	\$ 16,083,913	\$ 2,891,584	\$ 18,975,497	\$ 34,206,267	55.47%	\$ (254,650)	\$ 261,621	\$ 6,971	0.04%

Palmdale Water District
Operating Expense Analysis
For the Seven Months Ending 7/31/2013

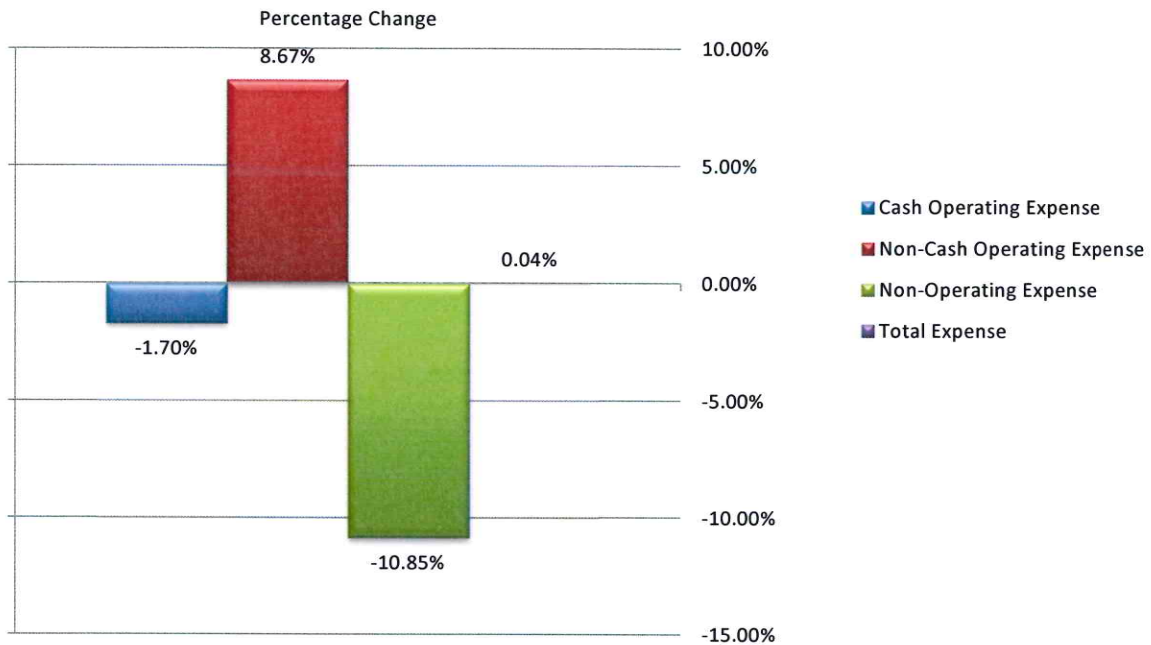
2012 to 2013 Comparison

2012

	Thru June	July	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	\$ 56,524	\$ 8,502	\$ 65,026	\$ 154,000	42.22%
Administration	1,471,582	211,492	1,683,074	3,547,000	47.45%
Engineering	553,195	85,898	639,092	1,169,000	54.67%
Facilities	1,594,107	235,014	1,829,121	3,490,500	52.40%
Operations	2,122,176	469,572	2,591,748	5,113,750	50.68%
Finance	1,354,222	228,559	1,582,781	2,788,750	56.76%
Water Conservation	103,425	19,817	123,242	223,500	55.14%
Human Resources	120,499	25,542	146,040	267,850	54.52%
Information Technology	309,077	66,570	375,647	736,750	50.99%
Water Purchases	1,626,063	55,877	1,681,940	2,800,000	60.07%
Water Purchases-Prior Year OAP	-	-	-	-	-
Water Recovery	(107,691)	-	(107,691)	(200,000)	53.85%
Capitalized Expenditures	416,624	29,366	445,990	412,500	108.12%
GAC Filter Media Replacement	436,606	213,723	650,328	1,550,000	41.96%
Total Cash Operating Expenses	\$ 10,056,407	\$ 1,649,932	\$ 11,706,339	\$ 22,053,600	53.08%
Non-Cash Operating Expenses:					
Depreciation	\$ 3,511,397	\$ 565,587	\$ 4,076,984	\$ 7,800,000	52.27%
OPEB Accrual Expense	1,046,958	147,678	1,194,635	2,000,000	59.73%
Bad Debts	3,712	(38)	3,675	100,000	3.67%
Service Costs Construction	38,525	7,166	45,691	125,000	36.55%
Capitalized Construction	(371,064)	(82,976)	(454,040)	(1,000,000)	45.40%
Total Non-Cash Operating Expenses	\$ 4,229,527	\$ 637,418	\$ 4,866,945	\$ 9,025,000	53.93%
Non-Operating Expenses:					
Interest on Long-Term Debt	\$ 1,251,329	\$ 208,555	\$ 1,459,884	\$ 2,490,000	58.63%
Amortization of SWP	773,670	128,945	902,615	1,680,000	53.73%
Capital Lease	-	-	-	212,000	-
Water Conservation Programs	27,629	5,114	32,743	150,000	21.83%
Total Non-Operating Expenses	\$ 2,052,628	\$ 342,614	\$ 2,395,242	\$ 4,532,000	52.85%
Total Expenses	\$ 16,338,562	\$ 2,629,963	\$ 18,968,526	\$ 35,610,600	53.27%

EXPENSE COMPARISON YEAR-TO-DATE

July '12-To-July '13



Palmdale Water District
2013 Directors Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ 27,750	\$ 45,000	\$ -	\$ 17,250	61.67%
Employee Benefits					
1-01-4005-000 Payroll Taxes	2,123	5,500		3,377	38.60%
1-01-4010-000 Health Insurance	27,380	57,000		29,620	48.03%
Subtotal (Benefits)	29,503	62,500	-	29,620	47.20%
Total Personnel Expenses	<u>\$ 57,253</u>	<u>\$ 107,500</u>	<u>\$ -</u>	<u>\$ 46,870</u>	<u>53.26%</u>
OPERATING EXPENSES:					
1-01-4050-000 Directors Travel, Seminars & Meetings	1,717	10,000		8,283	17.17%
Subtotal Operating Expenses	1,717	10,000	-	8,283	17.17%
Total O & M Expenses	<u>\$ 58,970</u>	<u>\$ 117,500</u>	<u>\$ -</u>	<u>\$ 55,153</u>	<u>50.19%</u>

Palmdale Water District
2013 Administration Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 292,410	\$ 471,500		\$ 179,090	62.02%
1-02-4000-100 Overtime	4,652	5,000		348	93.03%
1-02-4000-200 On-Call	33,582	60,000		26,418	55.97%
Subtotal (Salaries)	\$ 330,644	\$ 536,500		\$ 205,856	61.63%
Employee Benefits					
1-02-4005-000 Payroll Taxes	23,126	41,000		17,874	56.41%
1-02-4010-000 Health Insurance	46,993	80,750		33,757	58.20%
1-02-4015-000 PERS	52,549	90,750		38,201	57.91%
1-02-4020-000 Worker's Compensation	53,832	160,000		106,168	33.65%
1-02-4025-000 Vacation Benefit Expense	24,400	35,000		10,600	69.72%
1-02-4030-000 Life Insurance	4,565	7,500		2,935	60.87%
Subtotal (Benefits)	\$ 205,466	\$ 415,000	\$ -	\$ 209,534	49.51%
Total Personnel Expenses	\$ 536,110	\$ 951,500	\$ -	\$ 415,390	56.34%
OPERATING EXPENSES:					
1-02-4050-000 Staff Travel	\$ 4,784	\$ 8,000		\$ 3,216	59.80%
1-02-4050-100 General Manager Travel	3,317	5,000		1,683	66.34%
1-02-4060-000 Staff Conferences & Seminars	1,150	3,000		1,850	38.33%
1-02-4060-100 General Manager Conferences & Seminars	1,430	4,500		3,070	31.78%
1-02-4070-000 Employee Expense	15,610	40,000		24,390	39.02%
1-02-4080-000 Other Operating	12,561	20,000		7,439	62.80%
1-02-4110-000 Consultants	30,541	134,000		103,459	22.79%
1-02-4125-000 Insurance	166,185	325,000		158,815	51.13%
1-02-4130-000 Bank Charges	66,743	130,000		63,257	51.34%
1-02-4135-000 Groundwater Adjudication	186,038	400,000		213,962	46.51%
1-02-4140-000 Legal Services	87,345	250,000		162,655	34.94%
1-02-4150-000 Accounting Services	20,048	20,000		(48)	100.24%
1-02-4155-000 Contracted Services	17,732	40,000		22,268	44.33%
1-02-4165-000 Memberships/Subscriptions	164,572	110,000		(54,572)	149.61%
1-02-4175-000 Permits	7,463	20,000		12,537	37.32%
1-02-4180-000 Postage	11,868	30,000		18,132	39.56%
1-02-4190-100 Public Relations - Publications	28,882	30,000		1,118	96.27%
1-02-4190-900 Public Relations - Other	353	1,000		647	35.30%
1-02-4200-000 Advertising	1,161	5,000		3,839	23.22%
1-02-4205-000 Office Supplies	7,961	20,000		12,039	39.80%
1-02-4215-200 Natural Gas - Office Building	1,881	5,000		3,119	37.62%
1-02-4220-200 Electricity - Office Building	26,015	50,000		23,985	52.03%
Subtotal Operating Expenses	\$ 863,640	\$ 1,650,500	\$ -	\$ 786,860	52.33%
Total Departmental Expenses	\$ 1,399,750	\$ 2,602,000	\$ -	\$ 1,202,250	53.80%

Palmdale Water District
2013 Engineering Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 450,686	\$ 749,000		\$ 298,314	60.17%
1-03-4000-100 Overtime	3,101	6,000		2,899	51.69%
Subtotal (Salaries)	\$ 453,788	\$ 755,000		\$ 301,212	60.10%
Employee Benefits					
1-03-4005-000 Payroll Taxes	37,038	58,000		20,962	63.86%
1-03-4010-000 Health Insurance	96,462	165,500		69,038	58.29%
1-03-4015-000 PERS	83,122	143,250		60,128	58.03%
Subtotal (Benefits)	\$ 216,621	\$ 366,750	\$ -	\$ 150,129	59.07%
Total Personnel Expenses	\$ 670,409	\$ 1,121,750	\$ -	\$ 451,341	59.76%
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 2,214	\$ 3,000		\$ 786	73.79%
1-03-4060-000 Staff Conferences & Seminars	1,460	2,500		1,040	58.40%
1-03-4155-000 Contracted Services	6,280	12,000		5,720	52.33%
1-03-4165-000 Memberships/Subscriptions	799	2,000		1,201	39.95%
1-03-4250-000 General Materials & Supplies	920	2,500		1,580	36.80%
1-03-8100-100 Computer Software - Maint. & Support	61,371	72,000		10,629	85.24%
Subtotal Operating Expenses	\$ 73,044	\$ 94,000	\$ -	\$ 20,956	77.71%
Total Departmental Expenses	\$ 743,453	\$ 1,215,750	\$ -	\$ 472,297	61.15%

Palmdale Water District
2013 Facilities Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 722,018	\$ 1,339,000		\$ 616,982	53.92%
1-04-4000-100 Overtime	28,076	40,000		11,924	70.19%
Subtotal (Salaries)	\$ 750,094	\$ 1,379,000		\$ 628,906	54.39%
Employee Benefits					
1-04-4005-000 Payroll Taxes	63,060	105,000		41,940	60.06%
1-04-4010-000 Health Insurance	233,689	384,000		150,311	60.86%
1-04-4015-000 PERS	134,618	254,500		119,882	52.89%
Subtotal (Benefits)	\$ 431,367	\$ 743,500	\$ -	\$ 312,133	58.02%
Total Personnel Expenses	\$ 1,181,461	\$ 2,122,500	\$ -	\$ 929,115	55.66%
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ 516	\$ 2,500		1,984	20.63%
1-04-4060-000 Staff Conferences & Seminars	2,225	3,000		775	74.17%
1-04-4155-000 Contracted Services	20,374	28,500		8,126	71.49%
1-04-4215-200 Natural Gas - Buildings	1,326	4,500		3,174	29.46%
1-04-4220-200 Electricity - Buildings	11,195	30,000		18,805	37.32%
1-04-4225-000 Maint. & Repair - Vehicles	12,829	45,000		32,171	28.51%
1-04-4230-100 Maint. & Rep. Office Building	2,626	18,000		15,374	14.59%
1-04-4235-110 Maint. & Rep. Equipment	6,133	7,500		1,367	81.78%
1-04-4235-400 Maint. & Rep. Operations - Wells	26,156	150,000		123,844	17.44%
1-04-4235-405 Maint. & Rep. Operations - Boosters	41,120	50,000		8,880	82.24%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	7,359	10,000		2,641	73.59%
1-04-4235-415 Maint. & Rep. Operations - Facilities	9,638	15,000		5,362	64.26%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	144,066	350,000		205,934	41.16%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	35,743	20,000		(15,743)	178.71%
1-04-4235-430 Maint. & Rep. Operations - Palmdale Dam	16,539	26,500		9,961	62.41%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	151	3,000		2,849	5.05%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	17,955	35,000		17,045	51.30%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	-	5,000		5,000	0.00%
1-04-6000-000 Waste Disposal	16,609	40,000		23,391	41.52%
1-04-6100-100 Fuel and Lube - Vehicle	86,064	130,000		43,936	66.20%
1-04-6100-200 Fuel and Lube - Machinery	13,508	43,000		29,493	31.41%
1-04-6200-000 Uniforms	12,705	20,000		7,295	63.53%
1-04-6300-100 Supplies - Misc.	21,191	47,500		26,309	44.61%
1-04-6300-800 Supplies - Construction Materials	19,589	65,000		45,411	30.14%
1-04-6400-000 Tools	7,221	12,000		4,779	60.17%
1-04-7000-100 Leases -Equipment	7,108	15,000		7,892	47.39%
Subtotal Operating Expenses	\$ 539,944	\$ 1,176,000	\$ -	\$ 636,056	45.91%
Total Departmental Expenses	\$ 1,721,405	\$ 3,298,500	\$ -	\$ 1,565,171	52.19%

Palmdale Water District
2013 Operation Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 872,968	\$ 1,608,500		\$ 735,532	54.27%
1-05-4000-100 Overtime	47,979	61,500		13,521	78.02%
Subtotal (Salaries)	\$ 920,948	\$ 1,670,000		\$ 749,052	55.15%
Employee Benefits					
1-05-4005-000 Payroll Taxes	75,429	128,000		52,571	58.93%
1-05-4010-000 Health Insurance	206,597	378,500		171,903	54.58%
1-05-4015-000 PERS	159,017	307,000		147,983	51.80%
Subtotal (Benefits)	\$ 441,042	\$ 813,500	\$ -	\$ 372,458	54.22%
Total Personnel Expenses	\$ 1,361,990	\$ 2,483,500	\$ -	\$ 1,107,990	54.84%
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ 81	\$ 8,000		\$ 7,919	1.01%
1-05-4060-000 Staff Conferences & Seminars	-	9,500		9,500	0.00%
1-05-4120-100 Training - Lab Equipment	-	4,500		4,500	0.00%
1-05-4120-200 Training - SCADA Network	-	9,000			
1-05-4155-000 Contracted Services	87,431	59,000		(28,431)	148.19%
1-05-4175-000 Permits	6,630	45,000		38,370	14.73%
1-05-4215-100 Natural Gas - Wells & Boosters	69,802	160,000		90,198	43.63%
1-05-4215-200 Natural Gas - WTP	2,089	3,000		911	69.65%
1-05-4220-100 Electricity - Wells & Boosters	796,105	1,285,000		488,895	61.95%
1-05-4220-200 Electricity - WTP	51,946	125,000		73,054	41.56%
1-05-4230-110 Maint. & Rep. - Office Equipment	147	500		353	29.49%
1-05-4235-110 Maint. & Rep. Operations - Equipment	8,687	15,000		6,313	57.91%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	3,375	6,000		2,625	56.25%
1-05-4235-415 Maint. & Rep. Operations - Facilities	34,157	38,000		3,843	89.89%
1-05-4235-445 Maint. & Rep. Operations - Telemetry	3,809	2,250		(1,559)	169.27%
1-05-4235-450 Maint. & Rep. Operations - Hypo Generator	21,715	10,000		(11,715)	217.15%
1-05-4236-000 Palmdale Lake Management	1,163	15,000		13,837	7.75%
1-05-4270-300 Telecommunication - Other	1,597	2,750		1,153	58.09%
1-05-4300-300 Testing - Edison	5,385	9,000		3,615	59.83%
1-05-6000-000 Waste Disposal	2,038	22,000		19,962	9.26%
1-05-6200-000 Uniforms	6,965	10,000		3,035	69.65%
1-05-6300-100 Supplies - Misc.	6,476	15,000		8,524	43.17%
1-05-6300-200 Supplies - Hypo Generator	2,601	6,750		4,149	38.53%
1-05-6300-300 Supplies - Electrical	629	3,500		2,871	17.97%
1-05-6300-400 Supplies - Telemetry	728	7,500		6,772	9.71%
1-05-6300-600 Supplies - Lab	25,493	35,000		9,507	72.84%
1-05-6300-700 Outside Lab Work	87,458	60,000		(27,458)	145.76%
1-05-6400-000 Tools	2,274	6,500		4,226	34.99%
1-05-6500-000 Chemicals	263,747	485,000		221,253	54.38%
1-05-7000-100 Leases -Equipment	209	3,000		2,791	6.98%
Subtotal Operating Expenses	\$ 1,492,738	\$ 2,460,750	\$ -	\$ 959,012	60.66%
Total Departmental Expenses	\$ 2,854,727	\$ 4,944,250	\$ -	\$ 2,067,002	57.74%

Palmdale Water District
2013 Finance Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 855,737	\$ 1,482,000		\$ 626,263	57.74%
1-06-4000-100 Overtime	17,893	20,000		2,107	89.46%
Subtotal (Salaries)	\$ 873,629	\$ 1,502,000		\$ 628,371	58.16%
Employee Benefits					
1-06-4005-000 Payroll Taxes	72,973	115,000.00		310,777	19.02%
1-06-4010-000 Health Insurance	198,775	383,750		83,725	70.36%
1-06-4015-000 PERS	161,197	282,500		505,053	24.19%
Subtotal (Benefits)	\$ 432,945	\$ 666,250	\$ -	\$ 899,555	64.98%
Total Personnel Expenses	\$ 1,306,574	\$ 2,168,250	\$ -	\$ 1,525,819	60.26%
OPERATING EXPENSES:					
1-06-4050-000 Staff Travel	\$ 212	\$ 250		38	84.71%
1-06-4060-000 Staff Conferences & Seminars	575	1,000		425	57.48%
1-06-4155-300 Contracted Services	4,152	10,000		5,848	41.52%
1-06-4155-100 Contracted Services - Infosend	107,631	205,000		97,369	52.50%
1-06-4165-000 Memberships/Subscriptions	-	500		500	0.00%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	1,000		1,000	0.00%
1-06-4235-440 Maint. & Rep. Operations - Large Meters	5,703	10,000		4,297	57.03%
1-06-4235-470 Maint. & Rep. Operations - Meter Exchanges	97,252	175,000		77,748	55.57%
1-06-4250-000 General Material & Supplies	4,265	4,000		(265)	106.63%
1-06-4260-000 Business Forms	6,185	10,000		3,815	61.85%
1-06-4270-100 Telecommunication - Office	6,160	30,000		23,840	20.53%
1-06-4270-200 Telecommunication - Cellular Stipend	8,250	17,000		8,750	48.53%
1-06-4270-300 Telecommunication - Cellular	213	3,000		2,787	7.11%
1-06-4300-200 Testing - Large Meter Testing	2,985	21,500		18,515	13.88%
1-06-7000-100 Leases - Equipment	1,197	3,000		1,803	39.89%
Subtotal Operating Expenses	\$ 244,779	\$ 491,250	\$ -	\$ 246,471	49.83%
Total Departmental Expenses	\$ 1,551,354	\$ 2,659,500	\$ -	\$ 1,772,289	58.33%

Palmdale Water District
2013 Water Conservation Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 88,308	\$ 153,000		\$ 64,692	57.72%
1-07-4000-100 Overtime	774	1,000		226	77.39%
Subtotal (Salaries)	\$ 89,082	\$ 154,000		\$ 64,918	57.85%
Employee Benefits					
1-07-4005-000 Payroll Taxes	7,265	11,750		4,485	61.83%
1-07-4010-000 Health Insurance	13,762	22,750		8,988	60.49%
1-07-4015-000 PERS	17,021	29,250		12,229	58.19%
Subtotal (Benefits)	\$ 38,048	\$ 63,750	\$ -	\$ 25,702	59.68%
Total Personnel Expenses	\$ 127,130	\$ 217,750	\$ -	\$ 90,394	58.38%
OPERATING EXPENSES:					
1-07-4050-000 Staff Travel	\$ -	\$ 1,000		\$ 1,000	0.00%
1-07-4060-000 Staff Conferences & Seminars	638	1,000		362	63.80%
1-07-4190-300 Public Relations - Landscape Workshop/Training	243	1,000		757	24.29%
1-07-4190-400 Public Relations - Contests	709	1,000		291	70.86%
1-07-4190-500 Public Relations - Education Programs	890	5,000		4,110	17.79%
1-07-4190-700 Public Relations -General Media	1,535	3,000		1,465	51.17%
1-07-4190-900 Public Relations - Other	180	5,000			
1-07-6300-100 Supplies - Misc.	1,487	5,000		3,513	29.73%
Subtotal Operating Expenses	\$ 5,681	\$ 22,000	\$ -	\$ 11,499	25.82%
Total Departmental Expenses	\$ 132,811	\$ 239,750	\$ -	\$ 101,893	55.40%

Palmdale Water District
2013 Human Resources Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 51,556	\$ 84,000		\$ 32,444	61.38%
Employee Benefits					
1-08-4005-000 Payroll Taxes	3,944	6,500		2,556	60.68%
1-08-4010-000 Health Insurance	-	18,000		18,000	0.00%
1-08-4015-000 PERS	-	16,000		16,000	0.00%
Subtotal (Benefits)	\$ 3,944	\$ 40,500	\$ -	\$ 36,556	9.74%
Total Personnel Expenses	\$ 55,500	\$ 124,500	\$ -	\$ 69,000	44.58%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ -	\$ 500		\$ 500	0.00%
1-08-4060-000 Staff Conferences & Seminars	-	500		500	0.00%
1-08-4090-000 Temporary Staffing	25,904	-		(25,904)	
1-08-4095-000 Employee Recruitment	1,815	3,000		1,185	60.50%
1-08-4100-000 Employee Retention	1,229	1,500		271	81.93%
1-08-4105-000 Employee Relations	3,276	3,500		224	93.61%
1-08-4110-000 Consultants	-	1,000		1,000	0.00%
1-08-4120-100 Training-Safety Consultants	2,638	38,000		35,362	6.94%
1-08-4121-000 Safety Program	-	1,000		1,000	0.00%
1-08-4165-000 Membership/Subscriptions	449	1,600		1,151	28.06%
1-08-4165-100 HR/Safety Publications	-	1,000		1,000	0.00%
1-08-6300-500 Supplies - Safety	2,705	33,500		30,795	8.07%
Subtotal Operating Expenses	\$ 38,016	\$ 85,100	\$ -	\$ 47,084	44.67%
Total Departmental Expenses	\$ 93,516	\$ 209,600	\$ -	\$ 116,084	44.62%

Palmdale Water District
2013 Information Technology Budget
For the Seven Months Ending Wednesday, July 31, 2013

	YTD ACTUAL 2013	ORIGINAL BUDGET 2013	ADJUSTMENTS 2013	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 120,520	\$ 204,000		\$ 83,480	59.08%
1-09-4000-100 Overtime	1,564	2,500		936	62.58%
Subtotal (Salaries)	\$ 122,085	\$ 206,500		\$ 84,415	59.12%
Employee Benefits					
1-09-4005-000 Payroll Taxes	10,009	16,000		5,991	62.55%
1-09-4010-000 Health Insurance	24,280	41,250		16,970	58.86%
1-09-4015-000 PERS	22,701	39,250		16,549	57.84%
Subtotal (Benefits)	\$ 56,990	\$ 96,500	\$ -	\$ 39,510	59.06%
Total Personnel Expenses	\$ 179,075	\$ 303,000	\$ -	\$ 122,990	59.10%
OPERATING EXPENSES:					
1-09-4050-000 Staff Travel	\$ 514	\$ 3,000		2,486	17.13%
1-09-4060-000 Staff Conferences & Seminars	11,402	15,000		3,598	76.01%
1-09-4155-300 Contracted Services - Computer Vendors	68,427	108,000		39,573	63.36%
1-09-4165-000 Memberships/Subscriptions	-	500		500	0.00%
1-09-8000-100 Computer Equipment - Computers	4,719	45,000		40,281	10.49%
1-09-8000-200 Computer Equipment - Laptops	-	10,000		10,000	0.00%
1-09-8000-300 Computer Equipment - Monitors	493	2,000		1,507	24.67%
1-09-8000-400 Computer Equipment - Printers	12	2,500		2,488	0.48%
1-09-8000-500 Computer Equipment - Toner Cartridges	922	3,000		2,078	30.75%
1-09-8000-600 Computer Equipment - Other	5,931	35,000		29,069	16.95%
1-09-8100-100 Computer Software - Maint. and Support	19,463	70,000		50,538	27.80%
1-09-8100-140 Computer Software - Starnik	55,300	86,000		30,700	64.30%
1-09-8100-150 Computer Software - Cogsdale Maint and Support	27,489	30,000		2,511	91.63%
1-09-8100-200 Computer Software - Software and Upgrades	4,673	15,000		10,327	31.15%
Subtotal Operating Expenses	\$ 199,346	\$ 425,000	\$ -	\$ 225,654	46.90%
Total Departmental Expenses	\$ 378,420	\$ 728,000	\$ -	\$ 348,644	51.98%

ENGINEERING DEPARTMENT COMMITTED CONTRACTS AND PAYOUT SCHEDULE - SEPTEMBER, 2013

Project Commitment and Payout Summary

Work Order No.	Description	Contractor/Consultant/ Supplier	Contractual Commitment	Payout to Date
401-13	Water Supply Fee Analysis	Carollo Engineers	\$ 23,851	\$ 14,953
600-12	3600' Hydro-Pneumatic Tank Replacement	Superior Tank Solutions	\$ 79,900	\$ 79,900
RCP04	Annual Tank Maintenance Program	Superior Tank Solutions	\$ 319,100	\$ 0
600-09	16th, 17th, 18th St. E. Water Main Replacement Project - Material Cost Only	HD Supply	\$ 113,352	\$ 113,352
401-12	Water Meter Exchange Program	Tejon Constructors	\$ 50,000	\$ 48,890

Project Payout Detail (Actual/Projected)

Work Order No.	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
401-13								\$ 14,953	\$ 8,898			
600-12								\$ 79,900				
RCP04										\$ 319,100		
600-09							\$ 113,352					
401-12	\$ 21,895	\$ 11,438					\$ 15,557					
Totals:	\$ 21,895	\$ 11,438	\$ 0	\$ 0	\$ 0	\$ 0	\$ 128,909	\$ 94,853	\$ 8,898	\$ 319,100	\$ 0	\$ 0

WATER QUALITY FUND COMMITTED CONTRACTS AND PAYOUT SCHEDULE - SEPTEMBER, 2013

Water Quality Fund - Commitment and Payout Summary

Project ID	Description	Contractor/Consultant/ Supplier	Contractual Commitment	Payout to Date
WQF-1	GAC Replacement @ WTP - CX Reactivated	Siemens	\$ 216,776	\$ 0
WQF-2	GAC Replacement @ WTP	Calgon Carbon	\$ 868,328	\$ 433,604
WQF-3	Localized GAC @ Underground Booster Station - Vessel	Prominent	\$ 88,812	\$ 0
WQF-4	Localized GAC @ Underground Booster Station - Site Improvements	BV Construction	\$ 77,952	\$ 46,542
WQF-5	Localized GAC @ Underground Booster Station - Structural Design	JT/AESI	\$ 7,000	\$ 6,075
WQF-6	Localized GAC @ Underground Booster Station - Initial GAC Supply	Siemens	\$ 38,405	\$ 0

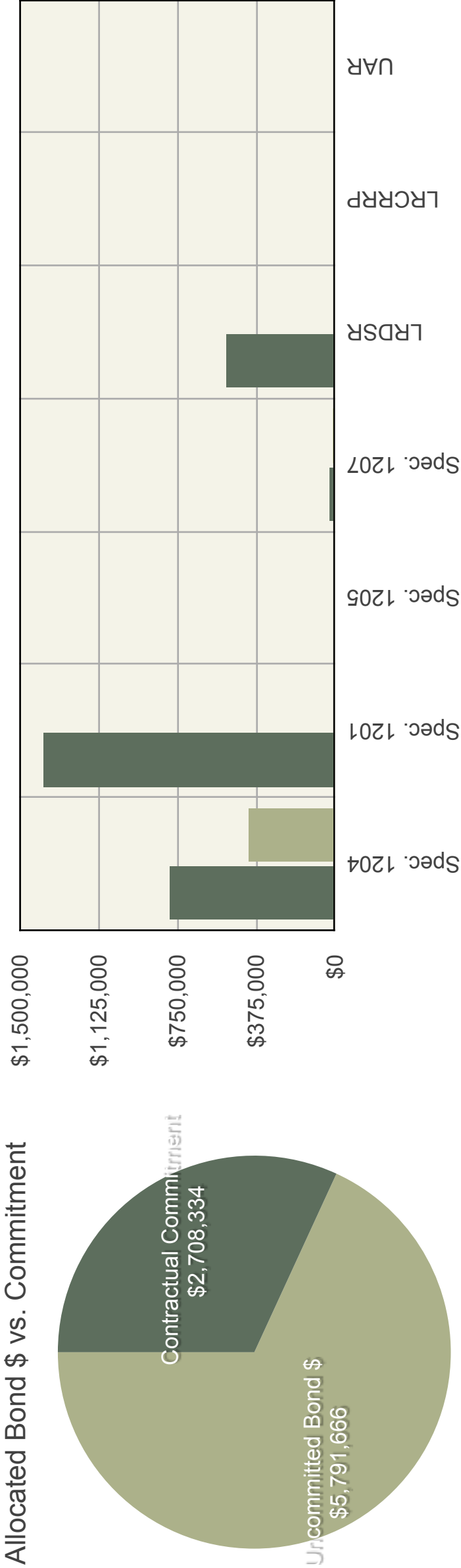
Water Quality Fund - Payout Detail (Actual/Projected)

Project ID	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
WQF-1									\$ 216,776			
WQF-2					\$ 216,776		\$ 216,828		\$ 218,000	\$ 218,000		
WQF-3									\$ 88,812			
WQF-4						\$ 46,542			\$ 31,410			
WQF-5						\$ 6,075		\$ 925	\$ 925			
WQF-6										\$ 38,405		
Totals:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 216,776	\$ 52,617	\$ 216,828	\$ 925	\$ 555,923	\$ 256,405	\$ 0	\$ 0

PWD WATER REVENUE BONDS - SERIES 2013A

Contractual Commitment Uncommitted Bond \$ Contractual Commitment Payout to Date

Contractual Commitment vs. Payout to Date



Project Commitment and Payout Summary

Project	Work Order No.	Description	CEQA	Allocated Bond \$	Contractual Commitment	Payout to Date	Uncommitted Bond \$
Spec. 1204	603-12	Ave. Q - Q-3, Division and Sumac	4/28/13	\$725,000	\$781,857	\$411,518	(\$56,857)
Spec. 1201	606-11	20th, Puerta, Sweetbriar, and 22nd St. E.	5/8/13	\$1,450,000	\$1,387,042	\$0	\$62,958
Spec. 1205	605-12	Frontier, 31st St. E., etc. between Ave. Q and Q-4	5/8/13	\$1,200,000	\$0	\$0	\$1,200,000
Spec. 1207	607-12	10th St. E. between Ave. P and Palmdale Blvd.	6/16/13	\$1,400,000	\$23,510	\$9,108	\$1,376,490
LRDSR	501-04	Littlerock Sediment Removal (EIR/EIS/Permits)	TBD	\$975,000	\$515,925	\$0	\$459,075
LRCRRP	400-12	Littlerock Recharge and Recovery (Feasibility)	TBD	\$1,500,000	\$0	\$0	\$1,500,000
UAR	TBD	Upper Amargosa Recharge (Project Capacity)	11/20/12	\$1,250,000	\$0	\$0	\$1,250,000
Totals:				\$8,500,000	\$2,708,334	\$420,626	\$5,791,666

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: September 4, 2013 September 11, 2013
TO: BOARD OF DIRECTORS Board Meeting
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION
ON AMENDMENT NO. 1 TO TEMPORARY EMPLOYMENT
AGREEMENT FOR RETIRED ANNUITANT JEANNIE BURNS*

Recommendation:

Staff recommends approval of Amendment No. 1 to the Temporary Employment Agreement with Retired Annuitant Jeannie Burns (RA Burns).

Impact of Taking No Action:

The District will be without human resources assistance until the current HR Manager recruitment process is complete. Alternately, other temporary assistance could be sought.

Background:

The District entered into an agreement with RA Burns to provide human resources services while the organization assessment and ultimately the Human Resources Manager (HR Manager) recruitment were complete. The Agreement limited RA Burns to 960 hours in the 2013 calendar year based on the understanding of CalPERS regulations. The number of hours used by the District is very nearly at that limit.

The District recently approved the HR Manager recruitment with a deadline for applications of October 31, 2013. District counsel was asked to re-examine the CalPERS regulations for the possibility of continuing RA Burns' services through the recruitment and orientation process. This resulted in a clarification of the 960 hour fiscal year limit in CalPERS regulations as the CalPERS fiscal year, not the District's fiscal (calendar) year. The CalPERS fiscal year begins July 1st and ends June 30th. This, combined with provisions limiting the Agreement to the completion of the HR Manager recruitment and orientation process or December 31, 2013, allows RA Burns to continue with the District in compliance with CalPERS regulations. Amendment No. 1 redefines the 960 hour limit to match the CalPERS fiscal year rather than the calendar year of 2013.

Strategic Plan Element:

This work is part of Strategic Goals 4.0 - Personnel Management and 5.0 – Administrative Management.

Budget:

The 2013 Budget contains funding for the HR Manager position.

Supporting Documents:

- Temporary Employment Agreement for Retired Annuitant Jeannie Burns
- Amendment No. 1 to Temporary Employment for Retired Annuitant Jeannie Burns

Temporary Employment
Agreement for Retired Annuitant
Jeannie Burns

1. IDENTIFICATION

This Employment Agreement, hereinafter referred to as "Agreement," is made and entered into this 31st day of December, 2012 by and between Palmdale Water District, a public corporation organized and existing under the provisions of the California Water Code, hereinafter referred to as "District," and Jeannie Burns, a retired annuitant, hereinafter referred to as "Ms. Burns."

2. RECITALS

- 2.1 Ms. Burns served as the District's Human Resources Director and retired on July 31, 2012, accepting a retirement incentive benefit from CalPERS.
- 2.2 District currently has a dire need for professional services related to human resources management.
- 2.3 District is actively recruiting to fill the vacancy in the Human Resources Department.
- 2.4 Ms. Burns has the skills necessary to temporarily perform work required by District to alleviate the emergency in the Human Resources Department.
- 2.5 District and Ms. Burns desire to enter into a temporary contract for the provision of professional services in the Human Resources Department as delineated in the Scope of Work attached hereto as Exhibit A, subject to the terms and conditions of this Agreement.

3. AGREEMENT

NOW THEREFORE, in consideration of the premises and covenants hereinafter contained, it is mutually agreed as follows;

- 3.1 District hereby retains Ms. Burns to perform the professional services described in Exhibit A as a retired annuitant. Ms. Burns agrees to perform such services in a timely and professional manner and with due diligence.
- 3.2 The General Manager of the District shall manage and direct Ms. Burns' effort in performance of her services.

- 3.5 District shall have the right to terminate this Agreement at any time upon thirty (30) days written notice to Ms. Burns. In the event of such termination, District shall compensate Ms. Burns through the notice date for services actually performed hereunder in accordance with Paragraph 3.6, below. This Agreement shall terminate upon the recruitment and hiring of a replacement Human Resources Director or December 31, 2013, whichever occurs first.
- 3.6 District shall compensate Ms. Burns for her services at the hourly rate of \$ 59.26 , subject to required withholdings.
- 3.7 Ms. Burns may work no more than 960 (nine hundred and sixty) hours under this Agreement during the 2013 calendar year.
- 3.8 This Agreement shall not be assigned by Ms. Burns without the prior written consent of District.

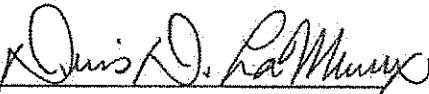
4. **GENERAL PROVISIONS**

- 4.1 This Agreement constitutes the entire agreement between the parties. No amendments to this Agreement may be made except by a writing signed by both parties.
- 4.2 The validity, interpretation, performance and effect of this Agreement shall be construed in accordance with the laws of the State of California.
- 4.3 Any notice or communication required or permitted to be given under this Agreement shall be effective when deposited, postage prepaid, in the United States Mail. Any notice shall be addressed as follows:
- Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550
- HER
- Notice to Ms. Burns shall be addressed to his last-known address as reflected on the records of the District.
- 4.4 If any provisions of this Agreement are held invalid and unenforceable, the remainder of this Agreement shall nevertheless remain in full force and effect.
- 4.5 The failure of either party to insist on strict compliance with any of the terms, covenants or conditions of this Agreement by either party shall not be deemed as a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other time.
- 4.6 If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees,

costs and necessary disbursements in addition to any other relief to which the party may be entitled.

IN WITNESS WHEREOF, the parties have executed this AGREEMENT as of the date first hereinabove written.

PALMDALE WATER DISTRICT

By: 
Dennis D. LaMoreaux
General Manager


Jeannie Burns

Exhibit "A"

Job Description

To plan, organize, direct and review the activities and operations of the Human Resources Department including recruitment/selection, classification/compensation, benefits administration, employee relations, and risk management/safety; to coordinate assigned activities with other department and outside agencies; to attend meetings of the District Personnel Committee and Board of Directors as requested; to provide highly responsible and complex administrative support to the General Manager of the District; and to perform such other duties as may be assigned by the General Manager.

Amendment No. 1

Temporary Employment
Agreement for Retired Annuitant
Jeannie Burns

- 3.7a. As Ms. Burns is only being engaged hereunder while the District completes the recruitment for a permanent Human Resources Manager, Ms. Burns may work no more than 960 (nine hundred and sixty) hours under this Agreement during any CalPERS fiscal year (i.e. July 1 through June 30).

PALMDALE WATER DISTRICT

By: _____
Dennis D. LaMoreaux,
General Manager

Jeannie Burns

- Staff Conference/Seminar Report Form

STAFF CONFERENCE/SEMINAR REPORT FORM

NAME: _____ DATE: _____

POSITION: _____

CONFERENCE SUMMARY:

• TITLE: _____

• ORGANIZATION: _____

• LOCATION AND DATES: _____

• GENERAL SUBJECT MATTER: _____

SESSION/CLASS ATTENDANCE:

CEU EARNED (HRS):

1) _____

:

HRS N/A

2) _____

:

HRS N/A

3) _____

:

HRS N/A

4) _____

:

HRS N/A

5) _____

:

HRS N/A

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

REVIEWED BY:

SUPERVISOR: _____ DATE: _____

DEPARTMENT MANAGER: _____ DATE: _____

ADVANCE REGISTRATION DEADLINE:

MEALS: ___YES SPOUSE: ___YES SPOUSES' TOUR: ___YES
 NO NO NO

REGISTRATION: _____ TRAVEL: _____
TOTAL REMAINING BALANCE: _____

PROPOSED EXPENSES: Registration: _____
 Transportation: _____
 Meals:* _____
 Miscellaneous: _____
 TOTAL: _____

*DIRECTORS: Expenses are outlined in Section 4.06.1 of the District's Rules and Regulations.
*FOR STAFF: Meal limitations are outlined on pages 30 and 31 of the District's Employee Manual.
Please review these limitations.

HOTEL ACCOMMODATIONS: ☐ YES ☐ NO **REGISTRATION DEADLINE:** _____
ARRIVAL DATE/TIME: _____ **DEPARTURE DATE/TIME:** _____

TYPE OF ACCOMMODATIONS: _____ SINGLE (1 PERSON)
 _____ DOUBLE (2 PEOPLE)
 _____ (2 PEOPLE/2 BEDS)

AIRLINE RESERVATIONS: YES NO

DEPART FROM _____ on _____ at _____ AM/PM
(airport) (date) (time)

RETURN FROM _____ on _____ at _____ AM/PM
(airport) (date) (time)

SUPERVISOR APPROVAL: _____ DATE: _____



Local Agency Formation Commission
for the County of Los Angeles

FOR BOARD INFORMATION

RECEIVED
AUG 28 2013

Commission
Jerry Gladbach
Chair

Richard H. Close
Donald L. Dear
Margaret Finlay
Tom LaBonge
Gloria Molina
Henri F. Pellissier
David Spence
Zev Yaroslavsky

Alternates
Lori Brogin
Lillian Kawasaki
Don Knabe
Paul Krekorian
Gerard McCallum
Judith Mitchell

Staff
Paul A. Novak, AICP
Executive Officer

June D. Savala
Deputy
Executive Officer

Amber De La Torre
Doug Dorado
Michael Henderson
Alisha O'Brien
Patricia Wood

80 South Lake Avenue
Suite 870
Pasadena, CA 91101
Phone: 626-204-6500
Fax: 626-204-6507

www.lalafco.org

August 21, 2013

Ms. Kathy Mac Laren
President
Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

RE: Call of Meeting to Select LAFCO Alternate Member
Replacement for Balance of Current Term

Dear Ms. Mac Laren:

Pursuant to Government Code Section 56332(b)(2), I am writing to provide notice that **a meeting of the Independent Special District Selection Committee will convene on Monday, October 7, 2013, at 7:00 p.m. at Fire Station 21 (2nd Floor Community Room) at 421 Oak Street, Glendale, California, 91204 (map enclosed).** Parking is available on adjoining city streets and east of Columbus Avenue in the Glendale Galleria parking structure.

The purpose of this meeting is to select a representative to complete the unexpired term of office for the position of Alternate Member representing independent special districts on the Local Agency Formation Commission for the County of Los Angeles (LAFCO). This position was formerly held by Lillian Kawasaki, who recently passed away. The term of office ends on May 5, 2014.

At a future date time, another selection process will be conducted for the full four-year term in this position that starts on May 5, 2014.

The Independent Special District Selection Committee is composed of the **presiding officer** of the legislative body of each independent special district board in Los Angeles County. If the presiding officer is unable to attend the meeting, **the legislative body of the district may designate another board-member** to vote in place of the presiding officer at the October meeting. Board-members designated by their district board to vote in place of their district's presiding officer should provide that authorization (in the form of an original signed resolution) to LAFCO in advance of the meeting or bring the original signed resolution to the meeting.

Please note that a **quorum** of the Independent Special District Selection Committee **is required to conduct the selection at the committee meeting**. Because there are 53 independent special districts in Los Angeles County, 27 members or more constitute a quorum.

At a future point in time, as Executive Officer, should I "determine that a meeting of the special district selection committee, for the purpose of selecting the special district representatives or for filling a vacancy, is not feasible," Government Code Section 56332(c)(1) allows me to "conduct the business of the committee in writing."

Please RSVP no later than Monday, September 30th, 2013, by contacting Patricia Wood of LAFCO via telephone (626/204-6500) or e-mail (pwood@lalafco.org).

Sincerely,

A handwritten signature in black ink, appearing to read "P. Novak".

Paul A. Novak, AICP
Executive Officer

Enclosures:

- Election Procedures
- Draft Resolution
- Map to Fire Station 21

Independent Special District Selection Committee
Election Procedures (Government Code Section 56332)

I. PURPOSE

The purpose of the Independent Special District Selection Committee shall be to appoint the two (2) regular and one (1) alternate special district members of the Local Agency Formation Commission for the County of Los Angeles ("Commission" or "LAFCO") and to fill unexpired terms when vacancies occur.

II. MEMBERSHIP

Membership of the Independent Special District Selection Committee shall be composed of the presiding officer or designated board member of the legislative body of each independent special district either located wholly within Los Angeles County or containing territory within the county that represents 50% or more of the assessed value of taxable property of the district.

III. MEETING(S)

Notification and Solicitation of Nominations

At least six weeks prior to the meeting, the Executive Officer of the Commission shall give written notice to all eligible independent special districts of any meeting of the Independent Special District Selection Committee, specifying the date, time, and place.

Legislative Body Designation of Board-Member other than Presiding Officer

In the event that the presiding officer is unable to attend a meeting of the Committee, the legislative body may appoint one of its members to attend in the presiding officer's place. Such a designated member shall submit written authorization to LAFCO in advance or at the time of registration.

Registration

Each voting member shall register at the meeting and complete a declaration of qualification, subject to the satisfaction of the Executive Officer. The voting member will then be given the required number of ballots and other voting materials.

Quorum

Members representing a majority of the eligible districts shall constitute a quorum for the conduct of Committee business. No meeting shall be called to order (1) earlier than the time specified in the notice, and (2) until a quorum has been declared to be present. Before calling the meeting to order, the Executive Officer shall announce that a quorum is present and request that any voting member who has not yet registered do so at that time. Only those eligible members registered and present shall be allowed to vote.

Eligibility

Pursuant to Government Code Section 56332(d), independent special district representatives serving on the Commission "shall be elected or appointed special district officers residing within the county but shall not be members of the legislative body of a city or county."

Pursuant to Government Code Section 56326(e), the Independent Special District Selection Committee is encouraged to select members to fairly represent the diversity of the independent special districts in the County, with respect to population and geography.

Nominations

Nominations may be submitted in writing in advance, or verbally at a meeting of the Committee.

Nominations from the presiding officer (or designated appointee) of an independent special district may be accepted in writing, provided that said written nomination is received by LAFCO (80 South Lake Avenue, Suite 870, Pasadena, CA, 91101) no later than 5:00 p.m. on the last business day preceding the meeting of the Independent Special District Selection Committee (LAFCO is closed on Fridays as well as traditional holidays).

Nominations may be submitted from the floor at a meeting of the Independent Special District Selection Committee. Nominations may only be submitted by the presiding officer (or designated appointee)

Majority to Win

In order for a candidate to be elected, that candidate must receive a majority of the votes being cast. If no candidate receives a majority, a subsequent round of voting shall be conducted with the eligible candidates limited to the two candidates who received the most votes in the previous round and any candidates who received the same number of votes as the second candidate.

Each member of the Independent Special District Selection Committee shall be entitled to one vote for each independent special district of which he or she is the presiding officer (or authorized designee).

Conduct of Meeting

The Executive Officer shall adhere to the following order of business:

1. Call to order
2. Pledge of allegiance
3. Roll call and Determination of Quorum
4. Call for nominations
5. Certification of eligibility of nominee(s)
6. Candidate statement(s)
7. Distribution of ballots
8. Counting of ballots

9. Run-off ballots (if necessary)
10. Announcement of results
11. Adjournment

Should circumstances warrant, and at his or her discretion, the Executive Officer may vary the conduct of the meeting.

Legal Counsel

The Executive Officer may rely upon LAFCO legal counsel for any matters pertaining to the business of the Independent Special District Selection Committee.

Commission Designee

As authorized by the Commission, the Executive Officer may rely upon Bill Kruse, counsel with Lagerlof, Lagerlof, Senecal, Gosney & Kruse, LLP for any matters pertaining to the business of the Independent Special District Selection Committee.

IV. MAILED-BALLOT ELECTIONS

If the Executive Officer determines that a meeting of the Independent Special District Selection Committee is not feasible, a mailed ballot election may be conducted.

In the event that a mailed ballot election is conducted, the Executive shall adhere generally to the "Rules for LAFCO Special Districts Commissioners and their Alternates" adopted by the Independent Special District Selection Committee on April 23, 2007.

VI. CONFLICT OF INTEREST

The representation by a regular district member who is a special district officer shall not disqualify, or be cause for, disqualification of, the member from acting on a proposal affecting the special district. The Committee may, at the time it appoints a member or alternate, provide that the member or alternate is disqualified from voting on proposals affecting the district of which the member is a representative.

VII. PUBLIC RECORD

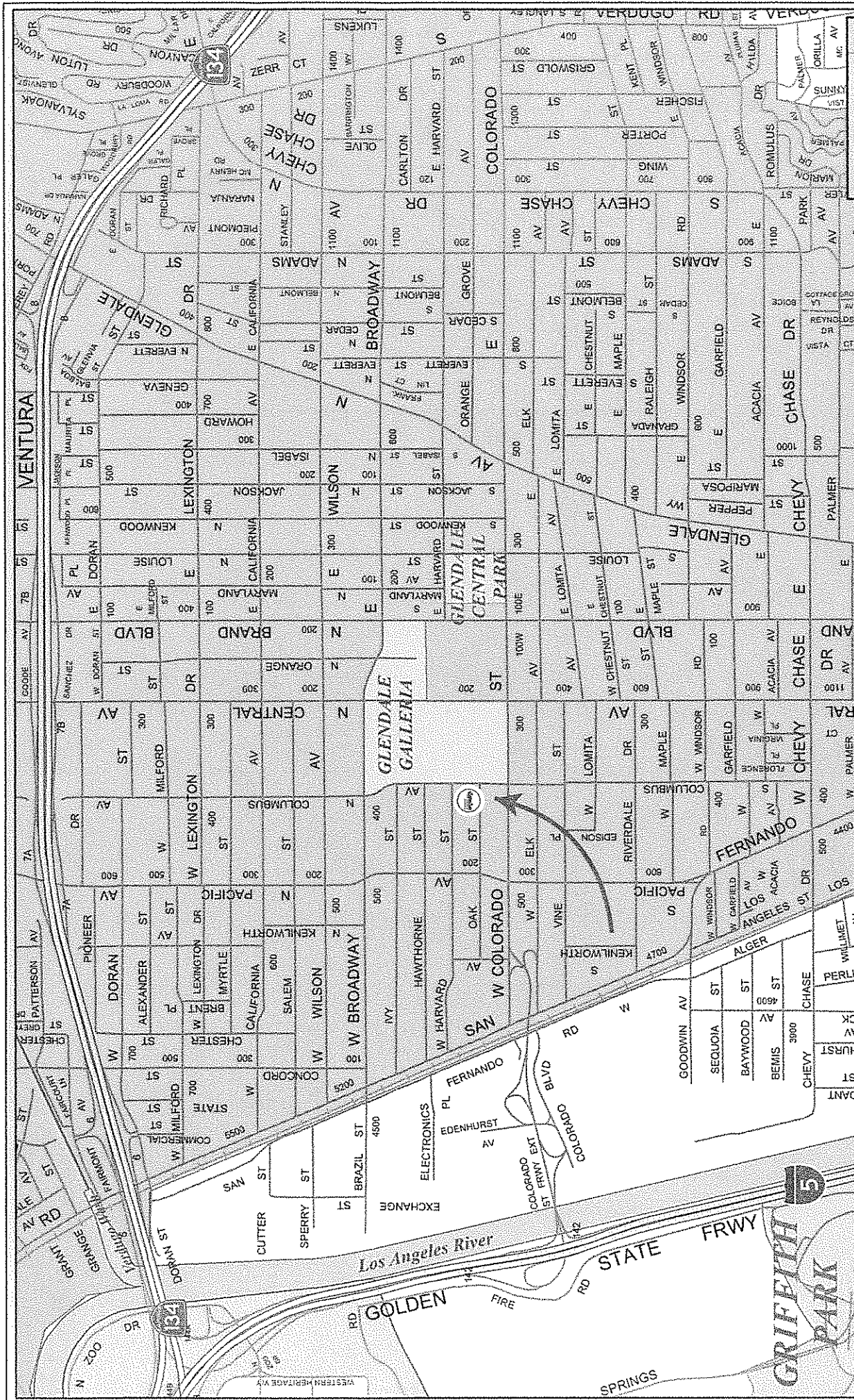
All records of the meeting called to begin the selection proceedings and the ballots are public documents.

All votes and actions of the Independent Special District Selection Committee shall be recorded in writing by the Executive Officer or designee. Ballots shall include the name of agency and of the member voting.

IX. STATE LAW


Nothing in these Rules of Procedure shall supersede Section 56332 of the California Government Code, which governs the establishment and authority of the Independent Special District Selection Committee.

The meeting of the committee shall be noticed and conducted consistent with the Ralph M. Brown Act.



Legend

 Glendale Galleria

 City of Glendale

 Fire Station No. 21 - 421 Oak St., Glendale, CA

Map of Downtown Glendale Area

0 0.125 0.25 0.5 Miles



ASSOCIATION OF CALIFORNIA WATER AGENCIES
2013 FALL CONFERENCE & EXHIBITION
December 3 - 6, 2013
Los Angeles

NAME: _____

ADVANCE REGISTRATION DEADLINE: _____ NOVEMBER 8, 2013

MEALS: ☐ YES SPOUSE: ☐ YES SPOUSES' TOUR: ☐ YES
 ☐ NO ☐ NO ☐ NO

DEPARTMENTAL TRAVEL BUDGET:

REGISTRATION: _____ TRAVEL: _____
TOTAL REMAINING BALANCE: _____

PROPOSED EXPENSES: Registration: _____
 Transportation: _____
 Meals:* _____
 Miscellaneous: _____
 TOTAL: _____

*DIRECTORS: Expenses are outlined in Section 4.06.1 of the District's Rules and Regulations.

*FOR STAFF: Meal limitations are outlined on pages 30 and 31 of the District's Employee Manual.
Please review these limitations.

HOTEL ACCOMMODATIONS: ☐ YES ☐ NO REGISTRATION DEADLINE: 11-8-13
ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

TYPE OF ACCOMMODATIONS: _____ SINGLE (1 PERSON)
 _____ DOUBLE (2 PEOPLE)
 _____ (2 PEOPLE/2 BEDS)

AIRLINE RESERVATIONS: ☐ YES ☐ NO

DEPART FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

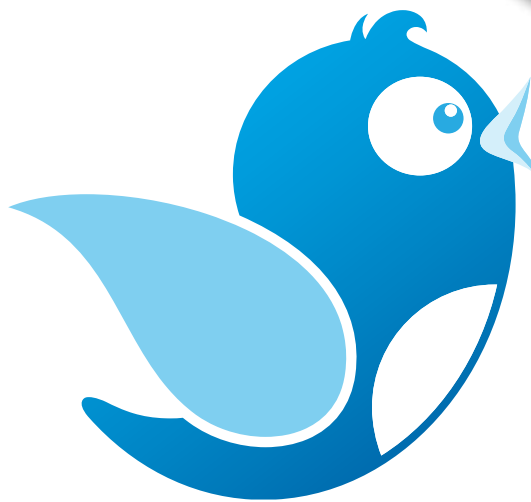
RETURN FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

SUPERVISOR APPROVAL: _____ DATE: _____

ACWA 2013 FALL CONFERENCE & EXHIBITION

#ALLIN
for California Water

December 3-6, 2013 | JW Marriott LA Live



**Association of
California Water Agencies**

Since 1910

Leadership • Advocacy • Information • Service



THANK YOU!!

ARE YOU **ALL IN** FOR
CALIFORNIA WATER??

#JOINUS



Greetings!

I would like to cordially invite you to attend ACWA's 2013 Fall Conference & Exhibition, "All In for California Water." So far this year, ACWA has been busy tackling critical issues that will impact the entire state and its people for generations to come. From local water management to long-term Delta solutions to water quality issues, ACWA's members can come together at the conference with local, state and federal leaders for the improvement of California's water systems and the agriculture, cities, economy and environment that is nourished by it's water.

This fall conference takes place December 3-6 in Los Angeles at the JW Marriott LA Live – an exciting new ACWA conference venue! LA Live is a one-of-a-kind sports, entertainment and residential district in downtown Los Angeles, immediately adjacent to STAPLES Center and the Los Angeles Convention Center.

During conference week you will be able to choose from over 90 meeting and program sessions. You will be informed and updated on a variety of local, statewide and federal water issues and policies – important and critical information that you can take back to your agencies and organizations and share with your staff. Additional programs and training specific to professional groups such as attorneys, human resources, finance and operation staff will be available. There will also be multiple opportunities to network and connect with California's water community leaders.

The ACWA Exhibit Hall will be filled with vendors who can assist you and your agency with such things as legal, financial and public relations needs, along with any construction, design and engineering needs and more. Look for more information to come as conference program sessions and keynote speakers are confirmed.

I look forward to seeing all of you in LA!

A handwritten signature in blue ink, which appears to read "Randy Record".

Randy Record
ACWA President

Special Thanks to Our Sponsors

Exclusive Partner

ACWA/JPIA

2013 Fall Conference Sponsors

Anthem Blue Cross
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CH2MHill
Coachella Valley Water District
The Covello Group
Cucamonga Valley Water District
Elsinore Valley Municipal Water District
HDR
Krieger & Stewart, Incorporated,
Consulting Engineers
Kronick Moskovitz Tiedemann & Girard
Mesa Water District
Metropolitan Water District of
Southern California
Mojave Water Agency
MWH
Nossaman LLP
Pacific Gas & Electric Company
PARS
Psomas
RMC Water and Environment
Three Valleys Municipal Water District
Vallecitos Water District
Western Municipal Water District

On the publication date of this brochure the organizations listed above have generously signed up as an ACWA 2013 Fall Conference Sponsor. Your organization can also show its support of the California water community and join forces with ACWA – the largest statewide public water agency coalition in the country. As a sponsor your organization will be showcased in front of over 1,700 California public water agency board members, general managers, water agency attorneys, engineers, finance and human resource managers, along with state and federal officials. Contact ACWA's Lori Doucette at lolid@acwa.com for more information.

ACWA's going to be
at the Marriott LA Live!

I hear that place is cool!
#LALIVE



Join Us in Los Angeles at the JW Marriott LA Live!

JW Marriott LA Live is the setting for ACWA's 2013 Fall Conference & Exhibition. Situated in the "heart of the city" this new ACWA conference venue offers attendees a unique energy and cosmopolitan feel. In downtown Los Angeles the hotel is just steps away from the Staples Center, Nokia Theatre and the Grammy Museum.

By registering for conference and reserving your hotel room between August 19 and November 8 you will receive ACWA's special room discount at this premiere luxury hotel.



JW Marriott LA Live

900 W Olympic Blvd., Los Angeles, CA 90015

JW Marriott only accepts online reservations. You must be registered for the conference in order to make a reservation.

Area Highlights

- Staples Center
- Nokia Theatre
- Club Nokia
- Griffith Park featuring Griffith Observatory
- Regal Cinemas LA LIVE Stadium 14
- Grammy Museum at LA LIVE
- Beverly Hills/Rodeo Drive
- Disney Concert Hall
- Dodger Stadium
- Greek Theatre
- LA Zoo
- LA Music Center

Transportation

The two suggested airports to fly into are Los Angeles International Airport (LAX) and Burbank Bob Hope Airport (BUR). The hotel does not offer complimentary shuttle service to either airport.

LAX is approximately 17 miles from the hotel with the following estimated fees for transportation from the airport to the hotel:

- SuperShuttle - \$16 (one way) reservation required
- Bus service - \$8 (one way)
- Estimated taxi fare - \$50 (one way)

BUR is approximately 16 miles from the hotel with the following estimated fees for transportation from the airport to the hotel:

- SuperShuttle - \$24 (one way) reservation required
- Bus service - \$5 (one way)
- Estimated taxi fare - \$60 (one way)



CONGRATS!
Well deserved!

ACWA Awards to be Presented During This Conference

In addition to education and networking opportunities, the ACWA conferences also provide a forum to recognize individuals, public water agencies and companies that have made incredible and visible contributions to California's water community.

The following awards will be presented during the 2013 Fall Conference & Exhibition:

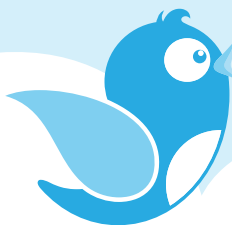
- Huell Howser Best in Blue Award
- Emissary Award
- Stephen K. Hall ACWA Water Law & Policy Scholarship
- Sponsorship Awards
- Outreach Awards

ACWA is accepting the Best in Blue and Emissary Award nominations until September 3 and sponsorships for the Fall Conference are being accepted until October 1. You can find entry award entry forms and sponsorship information at www.acwa.com or call the ACWA office at (916) 441-4545.

The awards will be presented during the conference meal functions. Please join us in recognizing these exceptional individuals and organizations in their efforts to support and join forces with ACWA.

Look who's coming for lunch!

@CaptDocMike



"Two Guys and a Bucket of Bleach"

Keynote Speaker: Author Michael J. McGuire



Join us December 5 at ACWA's Thursday luncheon to hear author Michael J. McGuire talk about how "Two Guys and a Bucket of Bleach" changed America's public water system forever. Michael J. McGuire, author of ***"The Chlorine Revolution: Water Disinfection and the Fight to Save Lives,"*** will share the story of how we got to where we are today in the conquest of waterborne disease in the United States.

McGuire's book, published in April 2013 by the American Water Works Association, is about a physician and his partnership with an engineer during the turn of the 20th century and their plan to build and operate the first, large-scale drinking water disinfection system in the U.S. It's also about the court case at the time that pitted engineering and scientific experts of the day against one another.

McGuire holds a B.S. in civil engineering and both an M.S. and Ph.D. degree in environmental engineering. For his entire career, McGuire has worked for drinking water utilities and consulting engineering firms advising water utilities on methods to provide safe drinking water. For 13 years he held increasingly responsible positions at the Metropolitan Water District of Southern California. He has worked for consulting engineering firms for about half of his professional life and founded and managed McGuire Environmental Consultants, Inc. from 1992 to 2005.

Programs also being planned at this time include:

- Meal Function Keynote Speakers
- Region Forums
- Statewide Issue Forums
- Federal Issues Forum
- A Town Hall Meeting
- A Water Debate
- Energy Programs

What else does
ACWA have

#INTHEWORKS

What's the conference agenda?

#THELOWDOWN



ACWA/JPIA - MONDAY, DEC 2

7:30 – 8:45 a.m.

- ACWA/JPIA Risk Management Committee

9:00 – 10:15 a.m.

- ACWA/JPIA Employee Benefits Committee

10:30 – 11:45 a.m.

- ACWA/JPIA Executive Committee

1:15 – 2:30 p.m.

- ACWA/JPIA Town Hall

3:00 – 5:00 p.m.

- ACWA/JPIA Board of Directors

5:00 – 6:00 p.m.

- ACWA/JPIA Reception

TUESDAY, DEC 3

8:00 a.m. – 6:00 p.m.

- Registration

8:30 - 9:30 a.m.

- ACWA/JPIA: Seminar I

9:45 - 10:45 a.m.

- ACWA/JPIA: Seminar II

10:00 – 11:45 a.m.

- Water Management Committee
- Water Quality Committee

11:00 a.m. – Noon

- ACWA/JPIA: Seminar III
- Outreach Task Force

Noon – 2:00 p.m.

- ACWA 101 & Luncheon
- Committee Lunch Break

1:00 - 2:15 p.m.

- ACWA/JPIA: Seminar IV

1:00 – 2:45 p.m.

- Energy Committee
- Finance Committee
- Groundwater Committee
- Scholarship Subcommittee
- Social Media & Website Workgroup

2:00 – 4:00 p.m.

- SDLF Special District Administrator Certification Test

2:30 – 4:30 p.m.

- ACWA/JPIA: Sexual Harassment Prevention for Board Members & Managers (AB 1825)

3:00 – 4:45 p.m.

- Communications Committee
- Federal Affairs Committee
- Local Government Committee
- Membership Committee
- Personnel & Benefits Committee

5:00 – 6:30 p.m.

- Welcome Reception in the Exhibit Hall

WEDNESDAY, DEC 4

7:30 a.m. – 5 p.m.

- Registration

8:00 – 9:45 a.m.

- Opening Breakfast

9 a.m. – Noon & 1:30 – 5:00 p.m.

- Exhibit Hall

10:00 – 11:30 a.m.

- Attorneys Program
- Communications Committee Program
- Exhibitor Technical Presentations
- Finance Program
- Human Resources Program
- Region Issue Forum
- Statewide Issue Forum
- Water Industry Trends Program

11:30 – 11:45 a.m.

- Prize Drawing in Exhibit Hall

11:45 a.m. – 1:45 p.m.

- General Session & Luncheon

2:00 – 3:15 p.m.

- Attorneys Program
- Exhibitor Technical Presentation
- Finance Program
- Region Program
- Water Debate OR Statewide Issue Forum
- Water Industry Trends Program

3:15 – 3:45 p.m.

- Cash Prize Drawing & Snack Break in Exhibit Hall

3:45 – 5:00 p.m.

- Energy Committee Program
- Exhibitor Technical Presentation
- Human Resources Program
- Water Industry Trends Program

4:00 – 6:00 p.m.

- Legal Affairs Committee

5:30 – 7:00 p.m.

- CH2MHILL Hosted Reception

THURSDAY, DEC 5

7:30 a.m. – 4 p.m.

- Registration

8:00 a.m. – Noon

- Exhibit Hall

7:45 – 9:15 a.m.

- Aquatic Resources Subcommittee

8:00 – 9:15 a.m.

- Networking Continental Breakfast in Exhibit Hall

9:30 – 11:00 a.m.

- Attorneys Program
- Energy Committee Program
- Exhibitor Technical Presentations
- Finance Program
- Human Resources Program
- Region Issue Forum
- Statewide Issue Forum
- Water Industry Trends Program

9:30 – 11:45 a.m.

- Ethics Training (AB 1234)

11:00 – 11:30 a.m.

- Prize Drawing in Exhibit Hall

11:45 a.m. – 1:45 p.m.

- General Session & Luncheon

2:00 – 3:15 p.m.

- Attorneys Program
- Exhibitor Technical Presentations
- Federal Issues Forum
- Human Resources Program
- Town Hall
- Water Industry Trends Program

3:30 – 5 p.m.

- Regions 1 – 10 Membership Meetings

6:00 – 7:00 p.m.

- Outreach Reception

7:00 – 9:00 p.m.

- Dinner

FRIDAY, DEC 6

8:00 – 9:30 a.m.

- Registration

8:30 – 10 a.m.

- ACWA's Hans Doe Past Presidents' Breakfast in Partnership with ACWA/JPIA

Check out the
NEW Region
Meeting Schedule!

OTHER EVENTS

TUESDAY, DEC 3

8:00 a.m.

- ACWA / MWH Golf Tournament

THURSDAY, DEC 5

6:45 – 8:30 a.m.

- San Joaquin Valley Agricultural Water Committee

All conference programs are subject to change.

What's happening in
#THEHALL

Who's in the hall?

Types of Exhibitors

- Architecture & Design
- Banking
- Construction Management
- Demand Response
- Drought monitoring
- Education
- Electrical & Electrical Controls
- Engineers
- Environmental Consulting & Planning
- Flow management & Control solutions
- Geographic Information Systems
- Human Resources
- IT solutions
- Legal
- Marketing & Communication solutions
- Meters
- Natural Gas
- Public Finance solutions
- Publications
- Retirement solutions
- Small Hydropower
- Solar
- Tanks & Storage
- Translation Services
- Utility Billing
- Water Leak Detection
- Water Resource Planning



WHERE: Platinum Ballroom, JW Marriott LA Live

- **Dedicated Exhibit Hall Hours**
One-on-one time with vendors from around the United States whose products and services may offer you just the right solutions
- **Popular Tuesday Welcome Reception (5 – 6:30 p.m.)**
Enjoy exhibitor sponsored appetizers while connecting with the water community.
- **Win a Conference Registration Package or CASH!**
- **Snack Breaks**
Grab a snack in the exhibit hall. See what's new in the water industry!
- **Thursday Networking Continental Breakfast (8 – 9:15 a.m.)**
Located in the Exhibit Hall

Interested in Exhibiting?

Visit www.acwa.com for details.

Registration Terms and Conditions

#GOODINFO

When is the registration and cancellation deadline?

November 8 at 4:30 p.m. (PST)

WHO IS ELIGIBLE FOR “ACWA ADVANTAGE” PRICING?

ACWA Advantage pricing is available to the following registrants:

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

If you are interested in learning more about becoming an Associate Friend of ACWA, contact Melanie Medina at melaniem@acwa.com or Lori Doucette at lolid@acwa.com. For public agency membership, please contact Tiffany Giammona at tiffanyg@acwa.com.

CANCELLATIONS

All registration cancellations must be made in writing by the event registration deadline. Valid cancellation requests will receive a refund of any registration fees paid minus a \$75 processing charge. No refunds will be granted after the registration deadline. Submit request in writing to Margie Knight at margiek@acwa.com.

SUBSTITUTIONS

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

CHANGES, SPECIAL REQUESTS & ACCOMMODATIONS

Changes to your registration or other special requests must be submitted in writing to Margie Knight at margiek@acwa.com. Participants are encouraged to submit changes and special requests as soon as possible.

If you have a disability that requires an accommodation, please contact Margie Knight at margiek@acwa.com or call toll free at (888) 666-2292 to discuss your needs.

REFUNDS

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

MEAL TICKETS

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

NONATTENDANCE

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

GUEST REGISTRATION

Guest registration is available to a spouse, companion or guest of an ACWA event registrant. Guest registration is not available to ACWA members (public agencies) or “Friends of ACWA” (affiliates, associates or individuals). Guest registration is also not available to anyone with a professional reason to attend for purposes of learning or business. The guest registration includes admission to the Exhibit Hall, the opening reception and the ability to purchase meal tickets and attend meal functions. Guest registrants are not eligible for cash or prize drawings.

Questions? Contact us at 916.441.4545, toll free 888.666.2292, or email events@acwa.com.

Register online @ acwa.com

Regular registration and cancellation deadline is November 8, 2013 • 4:30 p.m. (PST)

ATTENDEE INFORMATION

First Name	Last Name	Title		
Organization	Address	City	State	Zip
Phone	Attendee E-mail	Confirmation E-mail (If registering on someone's behalf, include YOUR e-mail to receive a copy of the confirmation)		

GUEST INFORMATION (Guest registration is not available to anyone with a professional reason to attend.)

First Name	Last Name	E-mail (MUST be different than attendee's e-mail)
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REGISTRATION FEES & OPTIONS

	REGULAR	ONSITE	AMOUNT
Advantage (For ACWA public agency members, affiliates & associates ONLY)	(ends 11/8/13)		
Full Conference Registration & Meals Package	\$695	Not Avail.	_____
Full Conference Registration Only	\$510	\$540	_____
Partial Conference Registration Only: Tues 12/3 & Wed 12/4 -OR- Thur 12/5 & Fri 12/6	\$275	\$300	_____
Standard (Applies to non-members of ACWA)			
Full Conference Registration Only	\$765	\$795	_____
Partial Conference Registration Only: Tues 12/3 & Wed 12/4 -OR- Thur 12/5 & Fri 12/6	\$395	\$450	_____
Guest (Guest registration is not available to anyone with a professional reason to attend.)			
Guest Conference Registration Only	\$45	\$45	_____

MEAL FUNCTIONS

	QUANTITY	REGULAR	ONSITE	AMOUNT
Wednesday – December 4				
Opening Breakfast	_____	\$45	\$50	_____
Wednesday Luncheon	_____	\$50	\$55	_____
Thursday – December 5				
Networking Continental Breakfast	_____	\$35	\$40	_____
Thursday Luncheon	_____	\$50	\$55	_____
Thursday Dinner	_____	\$65	\$70	_____
Friday – December 6				
Friday Breakfast	_____	\$45	\$50	_____

Total Due to ACWA _____

PAYMENT INFORMATION

Enclosed is check payable to ACWA – 910 K Street, Ste. 100 • Sacramento, CA 95814

Please bill me

Please charge my fee to my credit card: MC Visa

If you select check or bill me payment option, to expedite the check-in process onsite, ACWA must receive payment two weeks prior to the event.

Credit Card Number: _____ Expiration Date: _____ Charged Amount: \$ _____

Cardholder's Name (as seen on card): _____ PRINT CLEARLY Authorized Signature: _____

Submit Registration: Register online at www.acwa.com or e-mail completed form to MargieK@acwa.com.

Questions? Contact us at 916.441.4545, toll free 888.666.2292, or e-mail events@acwa.com.

You will receive an e-mail confirmation. Hotel information will be included in this email.

Office Use Only: FC13 Ent _____ Date _____

**MINUTES OF MEETING OF THE WATER SUPPLY & RELIABILITY COMMITTEE
OF THE PALMDALE WATER DISTRICT, JULY 19, 2013:**

A meeting of the Water Supply & Reliability Committee of the Palmdale Water District was held Friday, July 19, 2013, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dexter called the meeting to order.

1) Roll Call.

Attendance:

Water Supply & Reliability Cmte:
Gordon Dexter, Chair
Gloria Dizmang, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Matt Knudson, Engineering Manager
Dawn Deans, Executive Assistant
1 member of the public

2) Adoption of Agenda.

It was moved by Committee Member Dizmang, seconded by Chair Dexter, 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 June 21, 2013.**

It was moved by Committee Member Dizmang, seconded by Chair Dexter, and unanimously carried to approve the minutes of the Water Supply & Reliability Committee meeting held June 21, 2013, as written.

**4.2) Presentation of Monthly Water Demand and Supply Status. (Water &
Energy Resources Manager Pernula)**

General Manager LaMoreaux reviewed the water supply projections and charts included with the agenda packet and informed the Committee that the District has billed 6% more water than budgeted, produced the water to cover this increase, and this indicates a reduction in water losses; that per capita water use remains under the 2020

goal but is increasing; and that staff anticipates 1,900 acre feet of carry-over water for 2014 followed by discussion of the increase in the per capita water use.

4.3) Discussion of the District's Water Banking Opportunities. (Chair Dexter)

General Manager LaMoreaux informed the Committee that staff continues negotiations on water banking opportunities and will provide a full report when available.

4.4) Status on the Operations of the State Water Project. (Water & Energy Resources Manager Pernula)

General Manager LaMoreaux informed the Committee that San Luis Reservoir south of the Delta is shared by the federal and state projects and is only at 32% of capacity and that all five Hyatt Power Plant generator units will be operational the week of August 5 followed by discussion of recent articles regarding the Delta Plan, how the District may be affected by the Department of Water Resources' management of the State Water Project, the Delta fix, and moving water treatment from the Department of Public Health to the State Water Resources Control Board.

4.5) Consideration and Possible Action on Establishment of a Water Supply Fee. (Engineering Manager Knudson/Water & Energy Resources Manager Pernula)

Engineering Manager Knudson provided an overview of efforts to develop a Water Supply Fee intended to pay for future water supply for future development and stated that Carollo Engineers' studies indicate a future water cost per acre foot of \$10,000 to \$15,000; that once the Water Supply Fee is adopted, the Capital Improvement Fee will be revised to remove the water supply components; and that staff recommends Carollo Engineers provide an overview of the methodology used to develop the Water Supply Fee at a Board workshop with the Water Supply Fee considered for adoption at a future meeting after the public hearing process.

After a brief discussion of the purpose of the Water Supply Fee, ongoing costs for Table A water, how the Water Supply Fee may affect future development projects, adjusting the Capital Improvement Fee to remove the water supply component, and scheduling a meeting with KB Home to discuss their drought tolerant efforts, the Committee concurred with scheduling a Board workshop to review the development of a Water Supply Fee.

4.6) Consideration and Possible Action on a Four-Way Agreement for the City of Palmdale's Upper Amargosa Recharge Project. (Engineering Manager Knudson)

Engineering Manager Knudson provided an overview of the City of Palmdale's Upper Amargosa Recharge Project, environmental work, and successful DWR matching funds and stated that the City has asked for outside participation in this Project; that a draft four-way participation agreement has been developed between the City, the Antelope Valley East Kern Water Agency, Los Angeles County Water Works District No. 40, and the Palmdale Water District where each agency would have a share in the recharge capacity of this project of between 3,000 to 9,000 acre feet; that the four-way agreement also includes a commitment to participate in the development and construction of the project; and that this agreement will be presented to the Committee for consideration after final review followed by discussion of the adjudication process and this Project, agreeing in principal to participate in this Project, the time frame for construction, recovering water placed into the Project and physically protecting the District's water, the District's proposed cost for participation, operation and management of this Project, and ensuring the Board is aware of the risks involved with this Project.

5) Project Updates.

5.1) Palmdale Recycled Water Authority. (General Manager LaMoreaux)

General Manager LaMoreaux reported that staff for the Palmdale Recycled Water Authority are scheduled to meet; that an Authority meeting may be held in August; and that no additional information is available on the reallocation of recycled water, but he did discuss this reallocation with the Sanitation Districts' General Manager followed by discussion of existing recycled water contracts.

5.2) Water Purchase Opportunities. (Water & Energy Resources Manager Pernula)

General Manager LaMoreaux stated that water purchase opportunity negotiations are ongoing.

5.3) Littlerock Dam Sediment Removal Project. (Engineering Manager Knudson)

Engineering Manager Knudson stated that Aspen Environmental Group started on their work based on action taken at the last Board meeting; that a summary of the Prop 1E

grant application results indicating this Project scored midway under the funding cutoff was included in the Board packet; that \$90 million was available through this grant process, but 40 projects totaling over \$200 million were submitted; that the District's application scored low in the area of flood benefit; and that the District intends to use this grant application information for future Prop 84 grant applications.

6) Information Items.

General Manager LaMoreaux informed the Committee that the District has been taking water from Littlerock Reservoir to Palmdale Lake; that this flow of water was stopped last week slightly above minimum pool to allow for evaporation; and that after Labor Day, the District will take the remaining water in the Reservoir.

He then informed the Committee that the area of origin lawsuit among the State Water Contractors is tentatively settled and that agreements for this settlement will be presented to the full Board for consideration at the first regular Board meeting in August.

There were no additional information items to discuss.

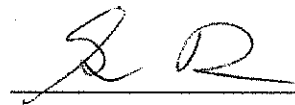
7) Board Members' Requests for Future Agenda Items.

Committee Member Dizmang requested an item be included on the next agenda for "Discussion and review of the desalination process."

The next Water Supply & Reliability Committee meeting was scheduled for August 30, 2013 at 3:00 p.m.

8) Adjournment.

There being no further business to come before the Water Supply & Reliability Committee, the meeting was adjourned.



Chair