

Since 1918



PALMDALE WATER DISTRICT

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ALESHIRE & WYNDER
Attorneys

July 2, 2015

***Agenda for a Meeting
of the Finance Committee of the Palmdale Water District
Committee Members: Gloria Dizmang-Chair, Vincent Dino
to be held at the District's office at 2029 East Avenue Q, Palmdale
Monday, July 6, 2015
10:30 a.m.***

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

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

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

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

- 1) Roll call.
- 2) Adoption of agenda.
- 3) Public comments.
- 4) Action Items: (The public shall have an opportunity to comment on any action item as each item is considered by the Committee prior to action being taken.)



- 4.1) Consideration and possible action on approval of minutes of meeting held May 12, 2015.
- 4.2) Discussion and overview of Cash Flow Statement and Current Cash Balances as of May, 2015. (Financial Advisor Egan)
- 4.3) Discussion and overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for May 31, 2015. (Finance Manager Williams)
- 4.4) Discussion and overview of committed contracts issued and water revenue bond projects. (Assistant General Manager Knudson)
- 4.5) Consideration and possible action on proposal received from Starnik, Inc. for programming services. (\$12,200.00 – Budgeted – Finance Manager Williams)
- 5) Information items.
 - 5.1) Status of Debt Service Coverage. (Financial Advisor Egan)
 - 5.2) Other.
- 6) Board members' requests for future agenda items.
- 7) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE:	July 2, 2015	July 6, 2015
TO:	FINANCE COMMITTEE	Committee Meeting
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	<i>AGENDA ITEM NO. 4.2 – DISCUSSION AND OVERVIEW OF CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF MAY, 2015.</i>	

Attached is the Investment Funds Report and current cash balance as of May 31, 2015. The reports will be reviewed in detail at the Finance Committee meeting.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT

		May 31, 2015				May-15	April-15
DESCR							
CASH							
0-0103	Citizens/US Bank - Checking					60,816.67	402,917.00
0-0104	Citizens- Merchant					84,393.88	101,333.19
		Bank cash				145,210.55	504,250.19
0-0119	PETTY CASH					300.00	300.00
0-0120	CASH ON HAND					5,400.00	5,400.00
	TOTAL CASH					150,910.55	509,950.19
INVESTMENTS							
0-0110	UBS ACCOUNT SS 11469 GG						
	UBS RMA Government Portfolio					5,593,191.72	4,458,492.12
	UBS Bank USA Dep acct					250,000.00	250,000.00
	Accrued interest					2,775.54	2,311.30
						5,845,967.26	4,710,803.42
	CD'S	Due	Rate	Face Value			
	1 Bank of Baroda	07/23/15	0.35	240,000	240,052.80	240,057.60	
	2 Comenity Bank	07/28/15	0.45	200,000	199,796.00	199,772.00	
	3 Peoples United CT	07/28/15	0.30	240,000	240,036.00	240,028.80	
	4 Bank of India	07/28/15	0.30	23,000	23,003.45	23,002.76	
	5 Safra Nat'l	07/30/15	0.45	240,000	240,093.60	240,112.80	
	6 Standard B&T	07/30/15	0.45	57,000	57,014.25	57,014.82	
	7 Everbank	01/15/16	0.50	240,000	240,165.60	240,120.00	
	8 Horizon Financial	01/15/16	0.30	240,000	239,870.40	239,786.40	
	9 Hardin county	01/20/16	0.35	240,000	239,935.20	239,856.00	
	10 Level One bank	01/21/16	0.35	40,000	39,989.20	39,975.20	
	11 Firsy Merit	01/22/16	0.45	240,000	240,084.00	240,019.20	
						2,000,000	2,000,040.50
		Total acct				7,846,007.76	6,710,549.00
0-1110	UBS ACCOUNT SS 11475 GG						
	UBS Bank USA Dep acct					250,000.00	250,000.00
	UBS RMA Government Portfolio					357,537.16	357,530.34
		Total acct				607,537.16	607,530.34
0-0115	LAIF						
		Total acct				11,740.58	11,740.58
0-0111	UBS ACCOUNT SS 11432 GG						
	UBS Bank USA Dep acct					250,000.00	250,000.00
	UBS RMA Government Portfolio					912,848.59	601,447.87
	Accrued interest					5,286.67	10,274.30
US GOVERNMENT SECURITIES:							
	ISSUE	EXPIR			MARKET	MARKET	
	DATE	DATE	RATE	PAR	VALUE	VALUE	
		FNMA	10/26/2015	1.625	500,000	502,945.00	503,680.00
		FFCB	6/2/2016	0.375	1,000,000	1,000,410.00	1,000,830.00
		FNMA	7/17/2017	1.2	500,000	0.00	0.00
		FHLB	12/28/2017	0.95	500,000	497,875.00	497,760.00
						2,500,000	2,001,230.00
						2,001,230.00	2,002,270.00
	CD'S	Due	Rate	Face Value			
	1 GE Capital Bank	05/01/15	0.60	64,000		64,000.00	
	2 Ally Bank	05/06/15	0.60	240,000		240,002.40	
	3 Sallie Mae Bank	11/06/15	0.85	240,000	240,525.60	240,597.60	
	4 Goldman Sachs Bk	11/07/16	1.00	240,000	241,231.20	241,212.00	
	5 CIT Bank	11/06/17	1.60	240,000	240,290.40	240,283.20	
	6 BMW Bank	11/15/18	2.00	240,000	244,538.40	244,370.40	
	7						
						1,264,000	966,585.60
						1,270,466	
	TOTAL MANAGED ACCOUNT					4,135,950.86	4,134,457.77
	TOTAL INVESTMENTS					12,601,236.36	11,464,277.69
	UBS ACCOUNT SS 24016	UBS USA				250,000.00	250,000.00
	Rate Stabilization Fund	UBS AG				230,250.35	230,242.52
						480,250.35	480,242.52
	GRAND TOTAL CASH AND INVESTMENTS					13,232,397.26	12,454,470.40
	Summary:						
	Checking	150,911	Incr (Decr)		777,926.86	(2,519,256.55)	
	UBS MM	8,453,545					
	LAIF	11,741					
	UBS Investment	4,135,951					
	Rate Stab fund	480,250	BNY Mellon				
	Total	13,232,397	Construction		2,831,313.47	2,934,827.54	

PALMDALE WATER DISTRICT
2015 Cash Flow Report

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Budgeted Water Sales	1,665,617	1,645,827	1,701,805	1,717,590	1,933,174	2,100,833	2,336,905	2,377,838	2,191,667	2,101,685	1,823,592	1,806,467	23,403,000
Actual/Projected Water Sales	1,574,657	1,508,991	1,555,455	1,737,099	1,707,376	1,988,481	2,289,680	2,328,034	2,203,592	2,119,278	1,780,115	1,737,363	22,530,120
Beginning Balance	12,989,489	13,129,226	13,311,353	10,792,096	12,454,470	13,232,397	12,784,726	11,664,105	11,102,016	8,783,437	9,106,204	8,559,509	
Water Receipts	1,955,377	1,333,287	1,882,461	1,715,041	1,541,540	1,988,481	2,289,680	2,328,034	2,203,592	2,119,278	1,780,115	1,737,363	22,874,249
DWR Refund (Operational Related)				37,515									37,515
Other					122,850				126,015				248,865
Total Operating Revenue (BUDGET)	1,955,377	1,805,677	1,780,736	1,691,040	1,777,997	2,046,064	2,312,079	2,377,838	2,191,667	2,101,684	1,823,591	1,806,466	23,670,217
Total Operating Revenue (ACTUAL)	1,955,377	1,333,287	1,882,461	1,752,556	1,664,390	1,988,481	2,289,680	2,328,034	2,329,607	2,119,278	1,780,115	1,737,363	23,160,629
Total Operating Expenses excl GAC (BUDGET)	1,941,325	1,336,683	1,620,620	1,268,042	1,457,882	1,415,451	2,043,912	1,725,160	1,626,092	1,790,975	1,788,698	1,539,261	19,554,101
Total Operating Expenses excl GAC (ACTUAL)	1,220,357	1,283,474	1,934,657	1,515,586	1,595,351	1,415,451	2,043,912	1,975,160	1,803,223	1,790,975	1,788,698	1,539,261	19,906,105
													2,624,015
Non-Operating Revenue Expenses:													
Budgeted Assessments, net	658,043	301,052	8,169	2,023,311	743,899	7,993	82,865	175,695	-	-	147,607	2,901,366	7,050,000
Actual/Projected Assessments, net	720,946	275,795	15,646	2,199,772	803,305	11,911	82,865	175,695	-	-	147,607	2,901,366	7,334,909
RDA Pass-through (Successor Agency)					331,200							170,000	501,200
Interest	3,425	3,617	4,221	3,604	3,164	4,000	4,000	4,000	4,000	4,000	4,000	4,000	46,031
Market Adjustment	6,917	(4,350)	6,676	951	(625)	800	800	800	800	800	800	800	15,169
Grant Re-imbursement										485,000			485,000
Capital Improvement Fees		19,315	101,633	17,754									138,702
DWR Refund (Capital Related)			39,207	65,731	35,221								140,159
Other	608	3,971	2,270	4,259	21	500	500	500	500	500	500	500	14,628
Total Non-Operating Revenues (BUDGET)	677,843	500,852	512,969	2,043,111	1,013,699	27,793	152,665	195,495	19,800	19,800	167,407	3,091,168	8,422,601
Total Non-Operating Revenues (ACTUAL)	731,896	298,348	169,653	2,292,071	1,172,287	17,211	88,165	180,995	5,300	490,300	152,907	3,076,666	8,675,797
Non-Operating Expenses:													
Budgeted Capital Expenditures	(549,456)	(580,000)	(945,000)	(710,000)	(545,000)	(178,000)	(187,000)	(115,000)	(135,000)	(35,000)	(10,000)	(10,000)	(3,999,456)
Actual/Projected Capital Expenditures	(549,456)	(41,022)	(478,918)	(300,653)	(251,559)	(181,741)	(598,228)	(305,937)	(97,855)	(34,816)			(2,840,185)
Uncommitted Capital Expenditures							(45,000)	(242,000)	(219,000)	(253,000)	(298,000)	(50,000)	(1,107,000)
WRB Capital Expenditures												(674,987)	(674,987)
GAC			(297,759)	(298,286)				(340,000)			(185,000)		(1,121,045)
SWP Capitalized	(754,079)	(185,988)	(213,428)	(187,871)	(187,871)	(187,388)	(754,074)	(187,388)	(219,319)	(187,388)	(187,387)	(187,387)	(3,439,568)
Butte County Water Transfer						(648,151)						(500,000)	(1,148,151)
Prepaid Insurance (paid)/refunded		81,446		(62,561)			(36,620)		(197,480)				(215,215)
Bond Payments - Interest			(1,105,798)						(1,097,735)				(2,203,533)
Principal			(520,179)						(998,242)				(1,518,421)
Capital leases - Go West (2012 Lease)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(207,553)
Capital leases - GE Capital (Printer Lease)	(6,347)	(3,174)	(3,336)	-	(6,672)	(3,336)	(3,336)	(3,336)	(3,336)	(3,336)	(3,336)	(3,336)	(42,882)
Total Cash Ending Balance (BUDGET)	12,377,388	12,241,913	9,741,797	11,292,763	11,870,085	11,659,383	11,027,929	11,557,846	9,479,577	9,386,831	9,190,876	11,650,994	
Total Cash Ending Balance (ACTUAL)	13,129,226	13,311,353	10,792,096	12,454,470	13,232,397	12,784,726	11,664,105	11,102,016	8,783,437	9,106,204	8,559,509	10,401,271	(14,518,540)
											Budget	11,500,000	(3,218,728)
											Difference	(1,098,729)	

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE: July 1, 2015 **July 6, 2015**
TO: Finance Committee **Committee Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: ***AGENDA ITEM 4.3 – DISCUSSION AND OVERVIEW OF FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR MAY 31, 2015***

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending May 31, 2015. Also included are Year-To-Year Comparisons, and Month-To-Month Comparisons for both revenue and expense. Finally, I have provided individual departmental budget reports for the month of May, 2015.

This is the fifth month of the District's Budget Year 2015. The target percentage is 41.65%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on May 30, 2015.
- The significant change is the increase in investments of approximately \$1.1 MM due primarily to the receipt of assessments.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on May 31, 2015.
- Operating revenue is at 34.5% of budget.
- Cash operating expense is at 35% of budget.
- Directors, Finance, and Human Resources are a little above target percentage and will cover reason in detail later in report.
- Page 6 is showing the distribution of expense between labor and operations. Labor costs are currently at 52% of total expenses with salaries making up 34% of that.

Year-To-Year Comparison P&L:

- Page 7 is our comparison of May, 2014 to May, 2015.
- Total operating revenue is down \$207K, or 10.8%, due to reduced water consumption.
- Operating expenditures are down by \$430K, or 25%. The decrease is due to reduced water production and reduced water purchases.
- Page 8 is a graphic presentation of the water consumption comparison. Units billed in acre feet were down by 212, or 13%. Total revenue per unit sold is up \$0.07, or 2.5%, total revenue per connection is down \$5.40, or 7.8%, and units billed per connection is down 3.55, or 13%.

FINANCE COMMITTEE
PALMDALE WATER DISTRICT

VIA: Mr. Dennis LaMoreaux, General Manager

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July 1, 2015

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year-to-date.
- Operating revenue through May, 2015 is down \$498K, or 5.8%.
- Retail water sales from all areas are down by \$371K from last year. That's shown by the combined green highlighted area.
- Total revenue is down \$1 MM due to change in recording assessment revenue and reduced consumption.
- Operating revenue is at 34% of budget; last year was at 35% of budget.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year-to-date.
- Cash Operating Expenses through May, 2015 are down \$950K, or 12%, compared to 2014.
- Total Expenses are down \$1 MM, or 7%.

Departments:

- Pages 14 through 23 are detailed individual departmental budgets for your review.
- Directors Budget on page 14 is tracking high percentage due to members attending the recent conference.
- Finance Budget page 19 is tracking high because of the reorganization and redistribution of budget to Customer Care and Facilities.
- Human Resources page 21 is tracking high because of staff conferences and employee expense.

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.

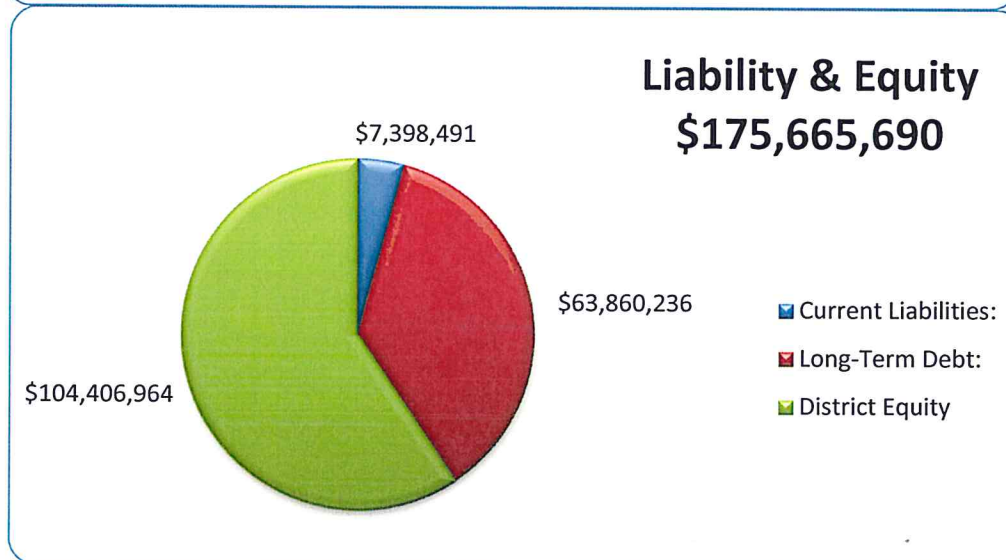
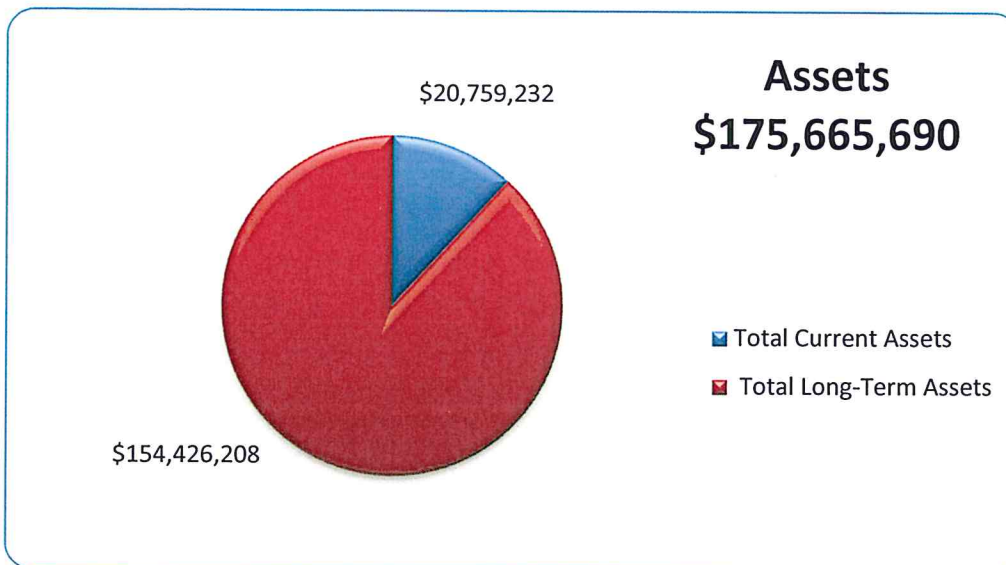
Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair and maintain our asset infrastructure.

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

Palmdale Water District
Balance Sheet Report
For the Five Months Ending 5/31/2015

	<u>May 2015</u>	<u>April 2015</u>
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 150,910	\$ 509,950
Investments	12,601,244	11,464,285
2013A Bonds - Project Funds	2,831,313	2,934,828
	<u>\$ 15,583,468</u>	<u>\$ 14,909,063</u>
Receivables:		
Accounts Receivables - Water Sales	\$ 1,692,028	\$ 1,447,820
Accounts Receivables - Miscellaneous	45,424	47,845
Allowance for Uncollected Accounts	(200,199)	(200,199)
	<u>\$ 1,537,252</u>	<u>\$ 1,295,466</u>
Interest Receivable	\$ -	\$ -
Assessments Receivables	1,026,116	1,829,422
Meters, Materials and Supplies	2,488,332	1,565,006
Prepaid Expenses	124,064	148,786
Total Current Assets	<u>\$ 20,759,232</u>	<u>\$ 19,747,742</u>
Long-Term Assets:		
Property, Plant, and Equipment, net	\$ 113,271,275	\$ 113,576,637
Participation Rights in State Water Project, net	40,762,958	40,747,964
Investment in PRWA	165,420	165,420
2013A Bonds - Insurance & Surety Bond	226,555	227,221
	<u>\$ 154,426,208</u>	<u>\$ 154,717,242</u>
Restricted Cash:		
Rate Stabilization Fund	480,250	480,243
Total Long-Term Assets & Restricted Cash	<u>\$ 154,906,458</u>	<u>\$ 155,197,485</u>
Total Assets	<u>\$ 175,665,690</u>	<u>\$ 174,945,226</u>
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities:		
Current Interest Installment of Long-term Debt	\$ 365,912	\$ 182,956
Current Principal Installment of Long-term Debt	1,175,427	1,175,427
Accounts Payable and Accrued Expenses	5,269,652	5,103,764
Deferred Assessments	587,500	1,175,000
Total Current Liabilities	<u>\$ 7,398,491</u>	<u>\$ 7,637,147</u>
Long-Term Debt:		
Pension-Related Debt	\$ 1,019,485	\$ 1,019,485
OPEB Liability	10,169,645	10,002,289
2013A Water Revenue Bonds	43,450,220	43,452,470
2012 - Certificates of Participation	9,062,102	9,055,305
2011 - Capital Lease Payable	158,783	173,474
Total Long-Term Liabilities	<u>\$ 63,860,236</u>	<u>\$ 63,703,023</u>
Total Liabilities	<u>\$ 71,258,727</u>	<u>\$ 71,340,169</u>
District Equity		
Revenue from Operations	\$ (1,230,371)	\$ (2,032,278)
Retained Earnings	105,637,335	105,637,335
Total Liabilities and District Equity	<u>\$ 175,665,690</u>	<u>\$ 174,945,226</u>

BALANCE SHEET AS OF MAY 30, 2015



Palmdale Water District
Consolidated Profit and Loss Statement
For the Five Months Ending 5/31/2015

	Thru April	May	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	\$ 2,664	\$ 442	\$ 3,107		\$ 225,000	1.38%
Water Sales	1,712,841	583,678	2,296,519		8,550,500	26.86%
Meter Fees	3,881,173	971,232	4,852,405		11,506,000	42.17%
Water Quality Fees	236,507	85,605	322,112		1,146,500	28.10%
Elevation Fees	92,864	36,850	129,714		525,000	24.71%
Other	450,152	29,568	479,720		1,450,000	33.08%
Total Operating Revenue	\$ 6,376,201	\$ 1,707,376	\$ 8,083,577	\$ -	\$ 23,403,000	34.54%
Cash Operating Expenses:						
Directors	\$ 39,967	\$ 16,148	\$ 56,114		\$ 118,500	47.35%
Administration	913,956	198,564	1,112,519		2,667,250	41.71%
Engineering*	419,972	87,080	507,052	(1,600)	1,251,150	40.53%
Facilities**	1,818,981	442,106	2,261,087	230,775	6,228,775	36.30%
Operations	765,769	204,273	970,042		2,624,000	36.97%
Finance**	757,179	87,325	844,505	(1,352,725)	1,598,025	52.85%
Water Conservation	93,442	18,800	112,242		284,000	39.52%
Human Resources	121,891	30,958	152,849		326,100	46.87%
Information Technology*	256,163	37,948	294,111	1,600	784,350	37.50%
Customer Care**	221,014	105,511	326,526	1,121,950	1,121,950	29.10%
Water Purchases*	777,441	(80,157)	697,284	(21,000)	2,379,000	29.31%
Water Purchases-Prior Year OAP	(36,045)	-	(36,045)		250,000	-14.42%
Water Recovery	(250,445)	-	(250,445)		(100,000)	250.45%
Plant Expenditures	141,590	127,539	269,129		1,146,500	23.47%
GAC Filter Media Replacement	596,045	-	596,045		1,896,000	31.44%
Total Cash Operating Expenses	\$ 6,636,919	\$ 1,276,095	\$ 7,913,014	\$ (21,000)	\$ 22,575,600	35.05%
Non-Cash Operating Expenses:						
Depreciation	\$ 2,136,582	\$ 534,975	\$ 2,671,557		\$ 6,450,000	41.42%
OPEB Accrual Expense	734,320	183,580	917,900		2,000,000	45.90%
Bad Debts	1,102	-	1,102		100,000	1.10%
Service Costs Construction	9,454	(9,570)	(116)		125,000	-0.09%
Capitalized Construction	(397,474)	(97,561)	(495,034)		(1,000,000)	49.50%
Total Non-Cash Operating Expenses	\$ 2,483,984	\$ 611,425	\$ 3,095,408	\$ -	\$ 7,675,000	40.33%
Net Operating Profit/(Loss)	\$ (2,744,702)	\$ (180,145)	\$ (2,924,846)	\$ 21,000	\$ (6,847,600)	42.71%
Non-Operating Revenues:						
Assessments (Debt Service)	\$ 1,786,000	\$ 446,500	\$ 2,232,500		\$ 5,100,000	43.77%
Assessments (1%)	564,000	472,200	1,036,200		1,950,000	53.14%
DWR Fixed Charge Recovery	104,938	35,221	140,159		100,000	140.16%
Interest	25,035	2,539	27,574		35,000	78.78%
Capital Improvement Fees	138,702	-	138,702		50,000	277.40%
Other	11,107	21	11,128		5,000	222.56%
Total Non-Operating Revenues	\$ 2,629,782	\$ 956,481	\$ 3,586,263	\$ -	\$ 7,240,000	49.53%
Non-Operating Expenses:						
Interest on Long-Term Debt	\$ 761,907	\$ 189,347	\$ 951,254		\$ 2,111,000	45.06%
Amortization of SWP	691,508	172,877	864,385		1,679,000	51.48%
Change in Investments in PRWA	-	5,093	5,093		-	
Water Conservation Programs*	55,939	15,117	71,056	21,000	221,000	32.15%
Total Non-Operating Expenses	\$ 1,509,354	\$ 382,434	\$ 1,891,788	\$ 21,000	\$ 4,011,000	47.16%
Net Earnings	\$ (1,624,274)	\$ 393,903	\$ (1,230,371)	\$ -	\$ (3,618,600)	34.00%

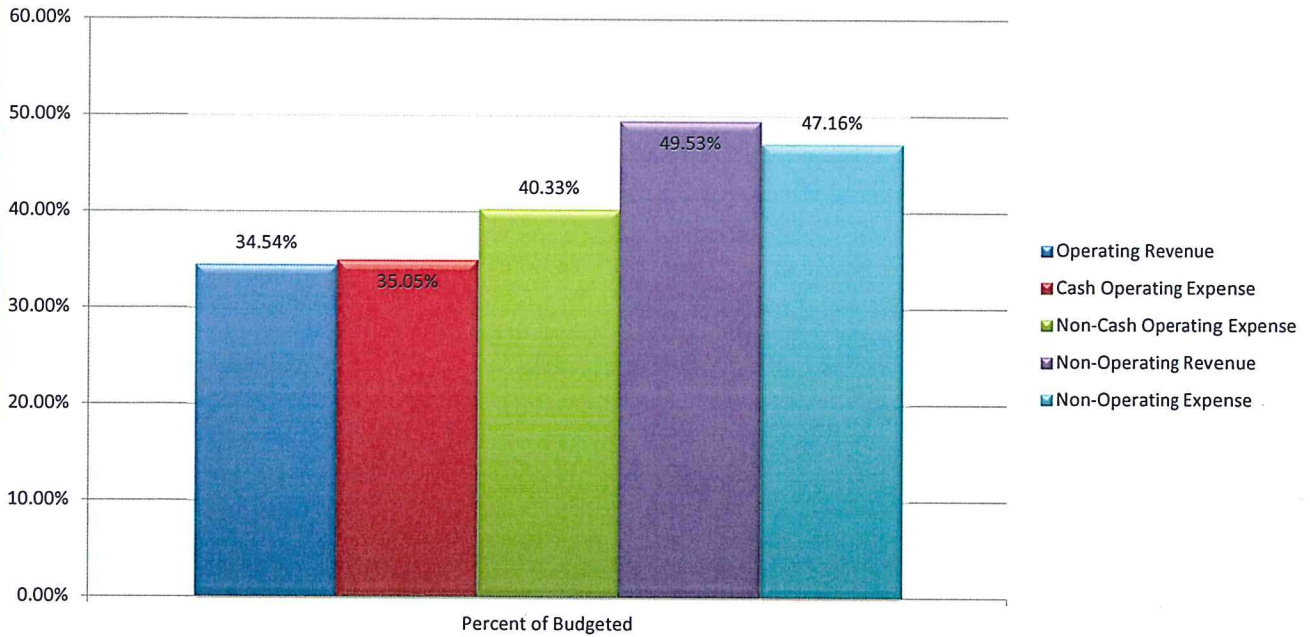
* Budget adjustments by General Manager per Appendix A

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

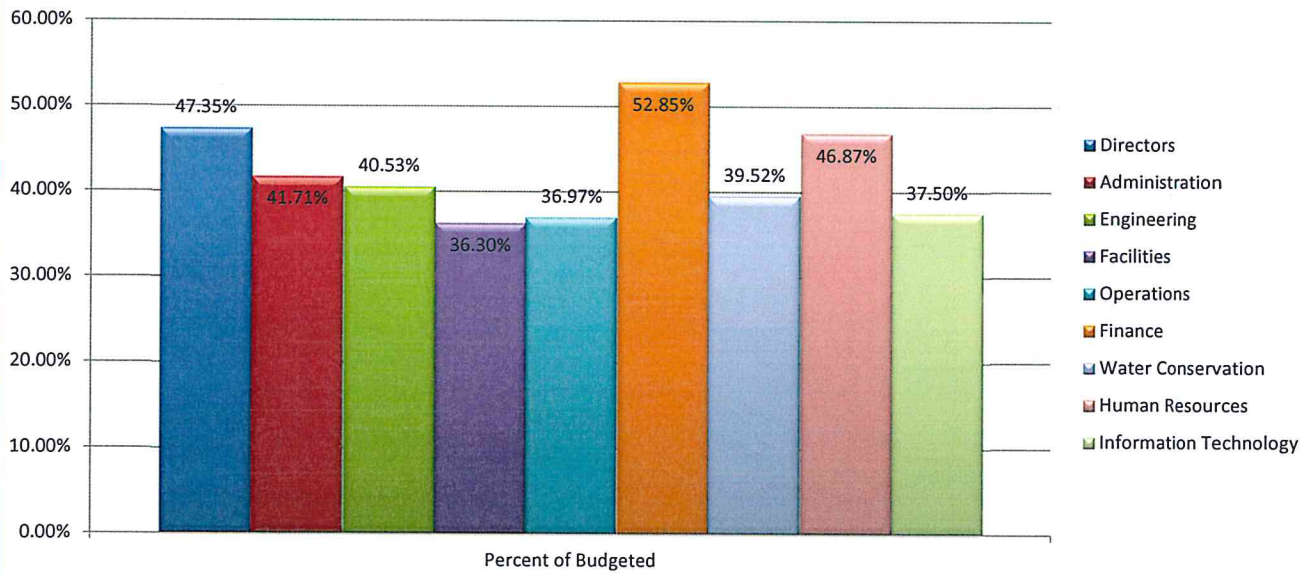
OTHER OPERATING REVENUE

5/8" Meter Charge(\$109)	\$25.00
Account Setup Charge(\$25)	\$2,050.00
Account Setup Charge/CC (\$35)	\$3,080.00
After Hours Service Call	\$80.00
Credit Check(\$10)	\$50.00
Door Tag Fee(\$20)	\$32,540.00
Lock Broken or Missing(\$15)	\$45.00
Pulled Meter Service Charge(\$60)	\$60.00
Shut-Off Charge(\$30)	\$1,920.00
Standard Trip Charge(\$15)	\$210.00
Waste Water 2nd Notice(\$50.00)	\$100.00
Late Fees	\$34,017.63
NSF Fee	\$300.00
	\$74,477.63

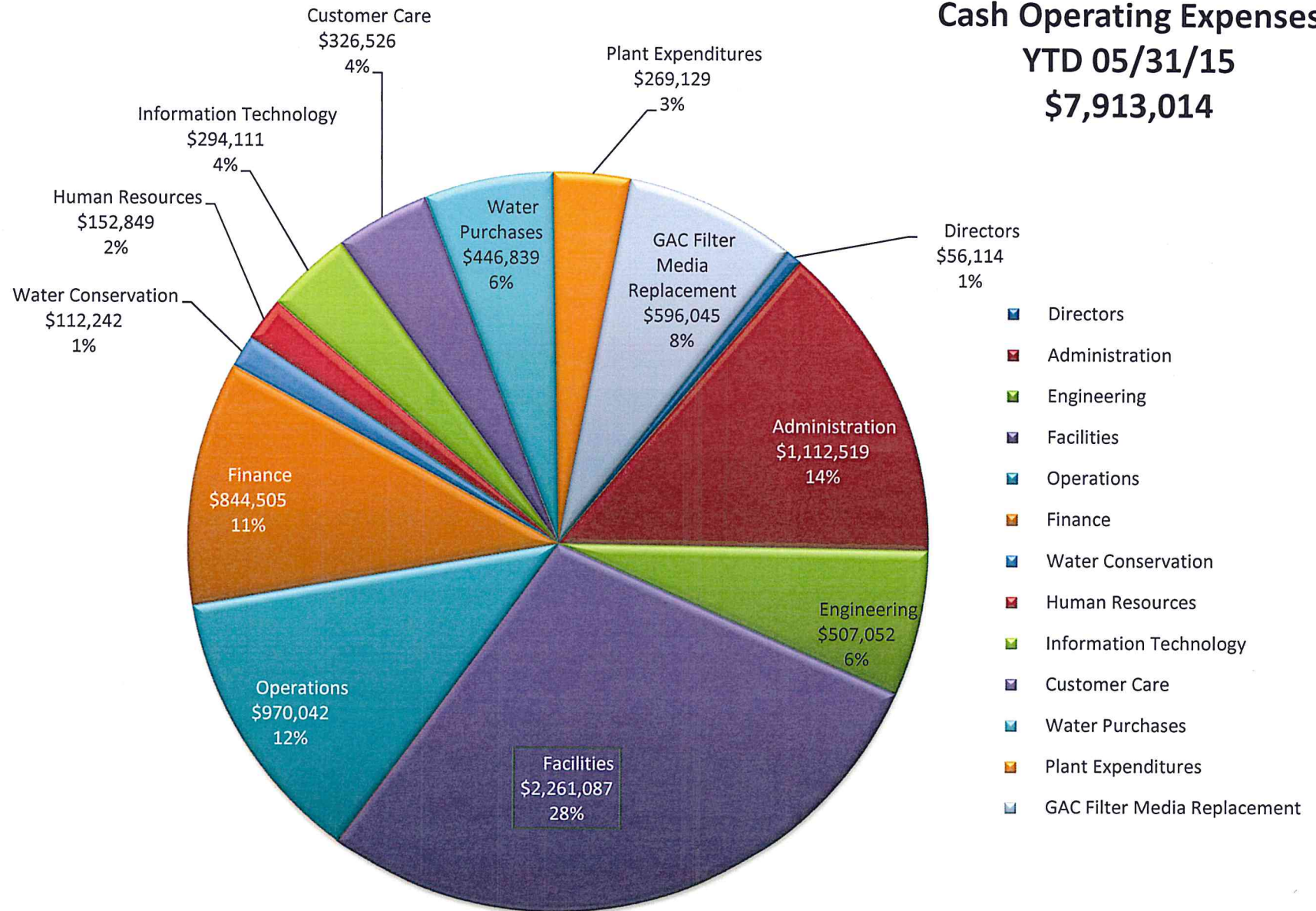
P & L BUDGET vs. ACTUAL



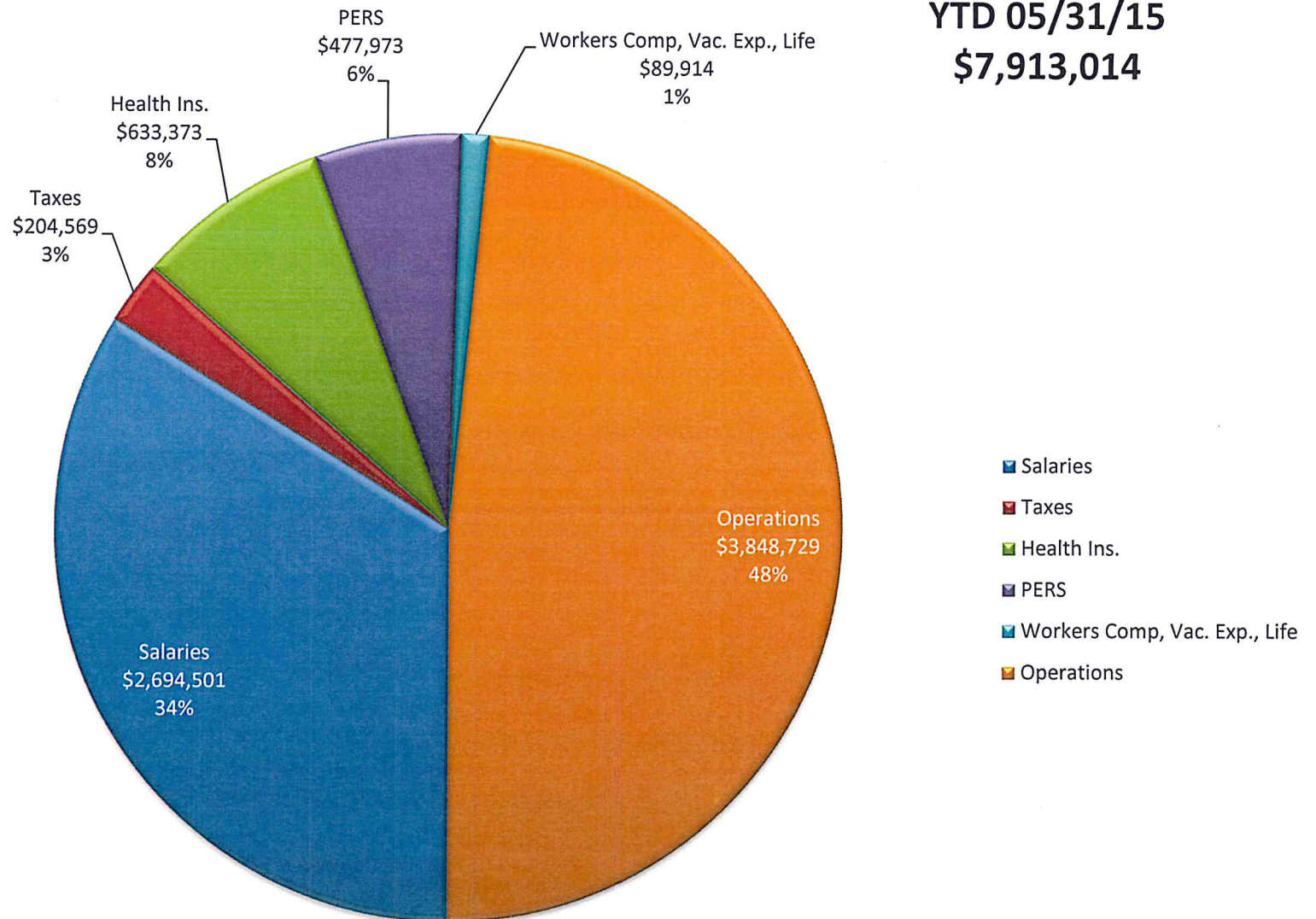
DEPARTMENTAL - BUDGET vs. ACTUAL



Cash Operating Expenses YTD 05/31/15 \$7,913,014



Personnel to Operations Exp
YTD 05/31/15
\$7,913,014

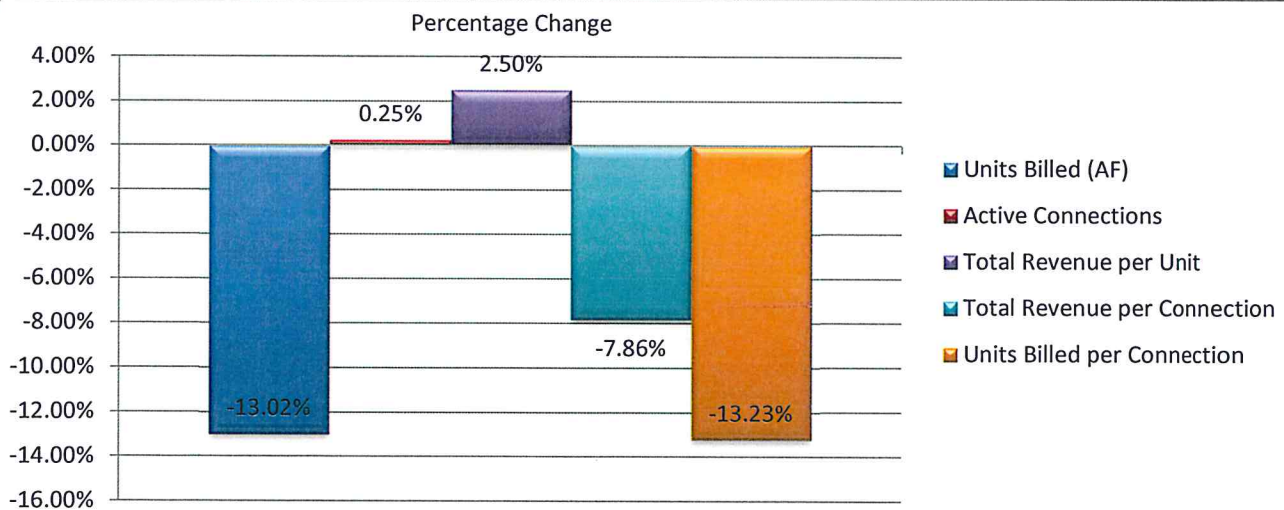
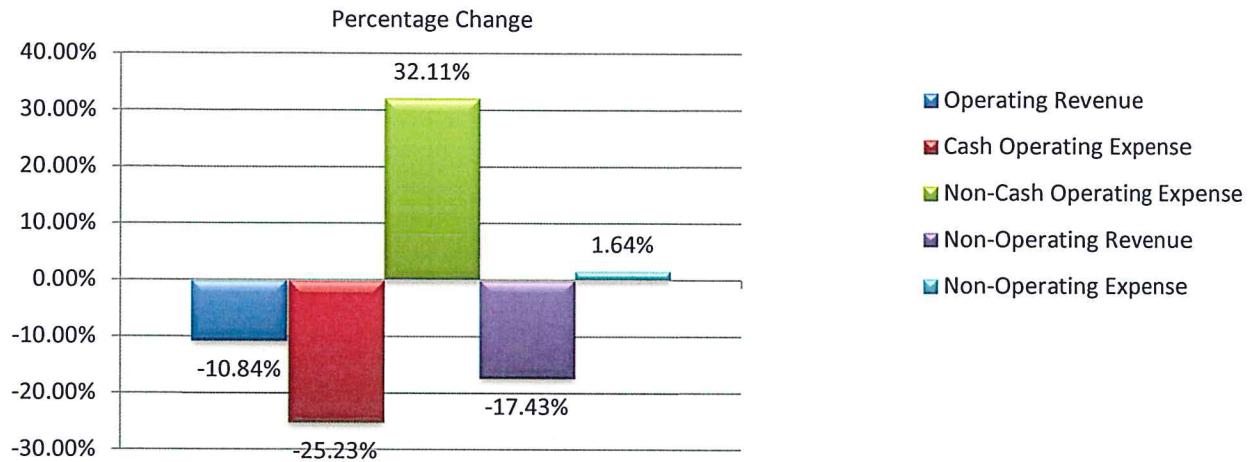


Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison - May

	2014 May	2015 May	Change	% Change		Consumption Comparison	
					Units Billed	2014	2015
Operating Revenue:						708,815	616,550
Wholesale Water	\$ 4,860	\$ 442	\$ (4,418)	-90.90%	Active	26,431	26,496
Water Sales	682,139	583,678	(98,461)	-14.43%	Vacant	940	881
Meter Fees	944,186	971,232	27,046	2.86%			
Water Quality Fees	141,641	85,605	(56,036)	-39.56%			
Elevation Fees	43,669	36,850	(6,819)	-15.62%	Rev/unit	\$ 2.70	\$ 2.77
Other	98,500	29,568	(68,931)	-69.98%	Rev/con	\$ 68.73	\$ 63.32
Total Operating Revenue	\$ 1,914,996	\$ 1,707,376	\$ (207,620)	-10.84%	Unit/con	26.82	23.27
Cash Operating Expenses:							
Directors	\$ 14,213	\$ 16,148	\$ 1,935	13.61%			
Administration	159,803	198,564	38,761	24.26%			
Engineering	76,866	87,080	10,215	13.29%			
Facilities	241,691	442,106	200,416	82.92%			
Operations	463,241	204,273	(258,968)	-55.90%			
Finance	252,359	87,325	(165,034)	-65.40%			
Water Conservation	9,967	18,800	8,833	88.62%			
Human Resources	23,516	30,958	7,442	31.65%			
Information Technology	93,087	37,948	(55,138)	-59.23%			
Customer Care	-	105,511	105,511				
Water Purchases	26,138	(80,157)	(106,295)	-406.67%			
Water Purchases-Prior Year OAP	-	-	-				
Water Recovery	(1,225)	-	1,225				
Plant Expenditures	347,101	127,539	(219,562)	-63.26%			
GAC Filter Media Replacement	-	-	-				
Total Cash Operating Expenses	\$ 1,706,756	\$ 1,276,095	\$ (430,660)	-25.23%			
Non-Cash Operating Expenses:							
Depreciation	\$ 549,115	\$ 534,975	\$ (14,139)	-2.57%			
OPEB Accrual Expense	166,875	183,580	16,705	10.01%			
Bad Debts	4,062	-	(4,062)	-100.00%			
Service Costs Construction	(147,733)	(9,570)	138,164	-93.52%			
Capitalized Construction	(109,506)	(97,561)	11,945	-10.91%			
Total Non-Cash Operating Expenses	\$ 462,812	\$ 611,425	\$ 148,613	32.11%			
Net Operating Profit/(Loss)	\$ (254,572)	\$ (180,145)	\$ 74,428	-29.24%			
Non-Operating Revenues:							
Assessments (Debt Service)	\$ 531,994	\$ 446,500	\$ (85,494)	-16.07%			
Assessments (1%)	436,152	472,200	36,049	8.27%			
DWR Fixed Charge Recovery	133,539	35,221	(98,318)				
Interest	5,957	2,539	(3,418)	-57.38%			
Capital Improvement Fees	-	-	-				
Other	50,688	21	(50,667)	-99.96%			
Total Non-Operating Revenues	\$ 1,158,329	\$ 956,481	\$ (201,848)	-17.43%			
Non-Operating Expenses:							
Interest on Long-Term Debt	\$ 193,353	\$ 189,347	\$ (4,006)	-2.07%			
Amortization of SWP	159,510	172,877	13,367	8.38%			
Change in Investments in PRWA	-	5,093	5,093				
Water Conservation Programs	23,405	15,117	(8,288)	-35.41%			
Total Non-Operating Expenses	\$ 376,268	\$ 382,434	\$ 6,166	1.64%			
Net Earnings	\$ 527,489	\$ 393,903	\$ (133,586)	-25.32%			

YEAR-TO-YEAR COMPARISON

May '14 -To - May '15



	2014	2015	Change	
Units Billed (AF)	1,627	1,415	-212	-13.02%
Active Connections	26,431	26,496	65	0.25%
Non-Active	940	881	-59	-6.28%
Total Revenue per Unit	\$2.70	\$2.77	\$0.07	2.50%
Total Revenue per Connection	\$68.73	\$63.32	-\$5.40	-7.86%
Units Billed per Connection	26.82	23.27	-3.55	-13.23%

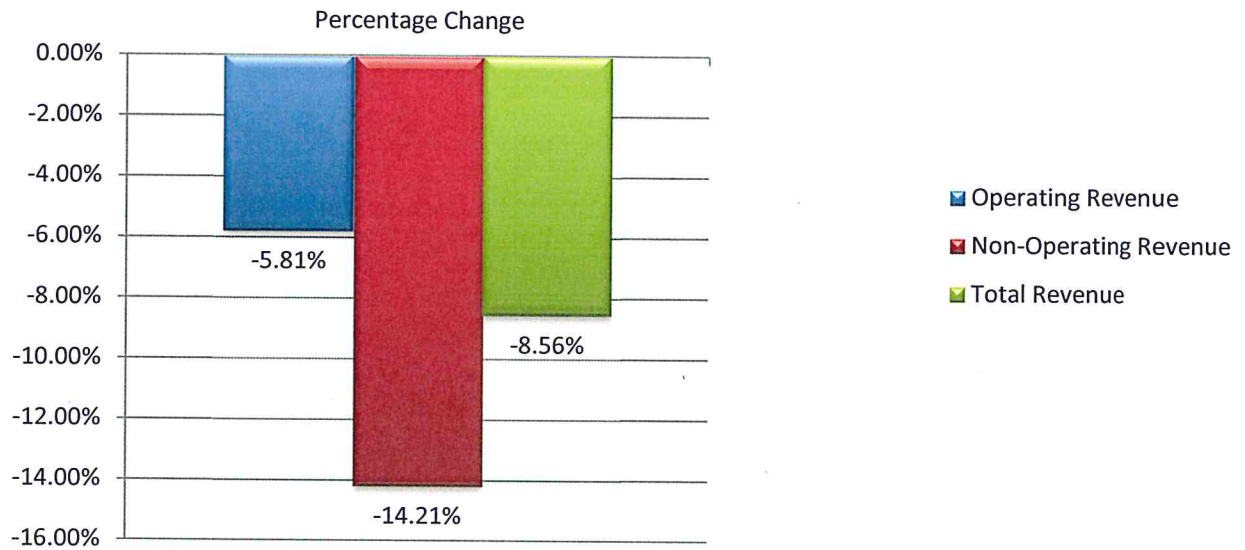
Palmdale Water District
Revenue Analysis
For the Five Months Ending 5/31/2015

2015						2014 to 2015 Comparison			
	Thru April	May	Year-to-Date	Adjusted Budget	% of Budget	Thru April	May	Year-to-Date	% Change
Operating Revenue:									
Wholesale Water	\$ 2,664	\$ 442	\$ 3,107	\$ 225,000	1.38%	\$ (10,386)	\$ (4,418)	\$ (14,804)	-82.66%
Water Sales	1,712,841	583,678	2,296,519	8,550,500	26.86%	(226,570)	(98,461)	(325,031)	-12.40%
Meter Fees	3,881,173	971,232	4,852,405	11,506,000	42.17%	137,507	27,046	164,553	3.51%
Water Quality Fees	236,507	85,605	322,112	1,146,500	28.10%	(133,168)	(56,036)	(189,204)	-37.00%
Elevation Fees	92,864	36,850	129,714	525,000	24.71%	(14,793)	(6,819)	(21,612)	-14.28%
Other	450,152	29,568	479,720	1,450,000	33.08%	(43,604)	(68,931)	(112,535)	-19.00%
Total Water Sales	\$ 6,376,201	\$ 1,707,376	\$ 8,083,577	\$ 23,403,000	34.54%	\$ (291,013)	\$ (207,620)	\$ (498,633)	-5.81%
Non-Operating Revenues:									
Assessments (Debt Service)	\$ 1,786,000	\$ 446,500	\$ 2,232,500	\$ 5,100,000	43.77%	\$ (431,044)	\$ (85,494)	\$ (516,538)	-18.79%
Assessments (1%)	564,000	472,200	1,036,200	1,950,000	53.14%	(113,540)	36,049	(77,491)	-6.96%
DWR Fixed Charge Recovery	104,938	35,221	140,159	100,000	140.16%	104,938	(98,318)	6,620	
Interest	25,035	2,539	27,574	35,000	78.78%	(3,164)	(3,418)	(6,582)	-19.27%
Capital Improvement Fees	138,702	-	138,702	50,000	277.40%	128,813	-	128,813	1302.59%
Other	11,107	21	11,128	5,000	222.56%	(78,242)	(50,667)	(128,909)	-92.05%
Total Non-Operating Revenues	\$ 2,629,782	\$ 956,481	\$ 3,586,263	\$ 7,240,000	49.53%	\$ (392,239)	\$ (201,848)	\$ (594,087)	-14.21%
Total Revenue	\$ 9,005,983	\$ 2,663,857	\$ 11,669,840	\$ 30,643,000	38.08%	\$ (683,252)	\$ (409,468)	\$ (1,092,720)	-8.56%

2014					
	Thru April	May	Year-to-Date	Adjusted Budget	% of Budget
Operating Revenue:					
Wholesale Water	\$ 13,050	\$ 4,860	\$ 17,910	\$ 225,000	7.96%
Water Sales	1,939,411	682,139	2,621,550	9,053,000	28.96%
Meter Fees	3,743,666	944,186	4,687,852	11,255,000	41.65%
Water Quality Fees	369,674	141,641	511,316	1,638,000	31.22%
Elevation Fees	107,656	43,669	151,326	525,000	28.82%
Other	493,756	98,500	592,255	1,700,000	34.84%
Total Water Sales	\$ 6,654,164	\$ 1,914,996	\$ 8,582,210	\$ 24,396,000	35.18%
Non-Operating Revenues:					
Assessments (Debt Service)	\$ 2,217,044	\$ 531,994	\$ 2,749,038	\$ 4,400,000	62.48%
Assessments (1%)	677,540	436,152	1,113,692	1,800,000	61.87%
DWR Fixed Charge Recovery	-	133,539	133,539	100,000	133.54%
Interest	28,199	5,957	34,156	25,000	136.62%
Capital Improvement Fees	9,889	-	9,889	150,000	6.59%
Other	89,349	50,688	140,037	185,000	75.70%
Total Non-Operating Revenues	\$ 3,022,021	\$ 1,158,329	\$ 4,180,350	\$ 6,660,000	62.77%
Total Revenue	\$ 9,676,185	\$ 3,073,325	\$ 12,762,560	\$ 31,056,000	41.10%

REVENUE COMPARISON YEAR-TO-DATE

May '14-To-May '15



Palmdale Water District
Operating Expense Analysis
For the Five Months Ending 5/31/2015
2015

2014 to 2015 Comparison

	Thru April	May	Year-to-Date	Adjusted Budget	% of Budget	Thru April	May	Year-to-Date	% Change
Cash Operating Expenses:									
Directors	\$ 39,967	\$ 16,148	\$ 56,114	\$ 118,500	47.35%	\$ (1,531)	\$ 1,935	\$ 403	0.72%
Administration	913,956	198,564	1,112,519	2,667,250	41.71%	(508,145)	38,761	(469,385)	-29.67%
Engineering	419,972	87,080	507,052	1,251,150	40.53%	74,151	10,215	84,365	19.96%
Facilities	1,818,981	442,106	2,261,087	6,228,775	36.30%	835,659	200,416	1,036,075	84.58%
Operations	765,769	204,273	970,042	2,624,000	36.97%	(843,795)	(258,968)	(1,102,763)	-53.20%
Finance	757,179	87,325	844,505	1,598,025	52.85%	(270,216)	(165,034)	(435,249)	-34.01%
Water Conservation	93,442	18,800	112,242	284,000	39.52%	47,419	8,833	56,251	100.47%
Human Resources	121,891	30,958	152,849	326,100	46.87%	42,528	7,442	49,971	48.57%
Information Technology	256,163	37,948	294,111	784,350	37.50%	(10,414)	(55,138)	(65,552)	-18.23%
Customer Care	221,014	105,511	326,526	1,121,950	29.10%	221,014	105,511	326,526	
Water Purchases	777,441	(80,157)	697,284	2,379,000	29.31%	209,634	(106,295)	103,339	17.40%
Water Purchases-Prior Year OAP	(36,045)	-	(36,045)	250,000	-14.42%	(36,728)	-	(36,728)	
Water Recovery	(250,445)	-	(250,445)	(100,000)	250.45%	(214,893)	1,225	(213,668)	580.98%
Plant Expenditures	141,590	127,539	269,129	1,146,500	23.47%	(651,423)	(219,562)	(870,986)	-76.39%
GAC Filter Media Replacement	596,045	-	596,045	1,896,000	31.44%	586,874	-	586,874	
Total Cash Operating Expenses	\$ 6,636,919	\$ 1,276,095	\$ 7,913,014	\$ 22,575,600	35.05%	\$ (519,866)	\$ (430,660)	\$ (950,526)	-12.01%
Non-Cash Operating Expenses:									
Depreciation	\$ 2,136,582	\$ 534,975	\$ 2,671,557	\$ 6,450,000	41.42%	\$ (78,094)	\$ (14,139)	\$ (92,233)	-3.34%
OPEB Accrual Expense	734,320	183,580	917,900	2,000,000	45.90%	66,820	16,705	83,525	10.01%
Bad Debts	1,102	-	1,102	100,000	1.10%	(19,385)	(4,062)	(23,447)	-95.51%
Service Costs Construction	9,454	(9,570)	(116)	125,000	-0.09%	(144,067)	138,164	(5,904)	-102.00%
Capitalized Construction	(397,474)	(97,561)	(495,034)	(1,000,000)	49.50%	(123,635)	11,945	(111,691)	29.14%
Total Non-Cash Operating Expenses	\$ 2,483,984	\$ 611,425	\$ 3,095,408	\$ 7,675,000	40.33%	\$ (298,361)	\$ 148,613	\$ (149,749)	-4.84%
Non-Operating Expenses:									
Interest on Long-Term Debt	\$ 761,907	\$ 189,347	\$ 951,254	\$ 2,111,000	45.06%	\$ (15,936)	\$ (4,006)	\$ (19,942)	-2.05%
Amortization of SWP	691,508	172,877	864,385	1,679,000	51.48%	53,468	13,367	66,835	8.38%
Change in Investments in PRWA	-	5,093	5,093	-					
Water Conservation Programs	55,939	15,117	71,056	221,000	32.15%	34,106	(8,288)	25,818	57.07%
Total Non-Operating Expenses	\$ 1,509,354	\$ 382,434	\$ 1,891,788	\$ 4,011,000	47.16%	\$ 71,638	\$ 1,073	\$ 72,711	4.01%
Total Expenses	\$ 10,630,257	\$ 2,269,954	\$ 12,900,211	\$ 34,261,600	37.65%	\$ (746,589)	\$ (280,975)	\$ (1,027,564)	-7.38%

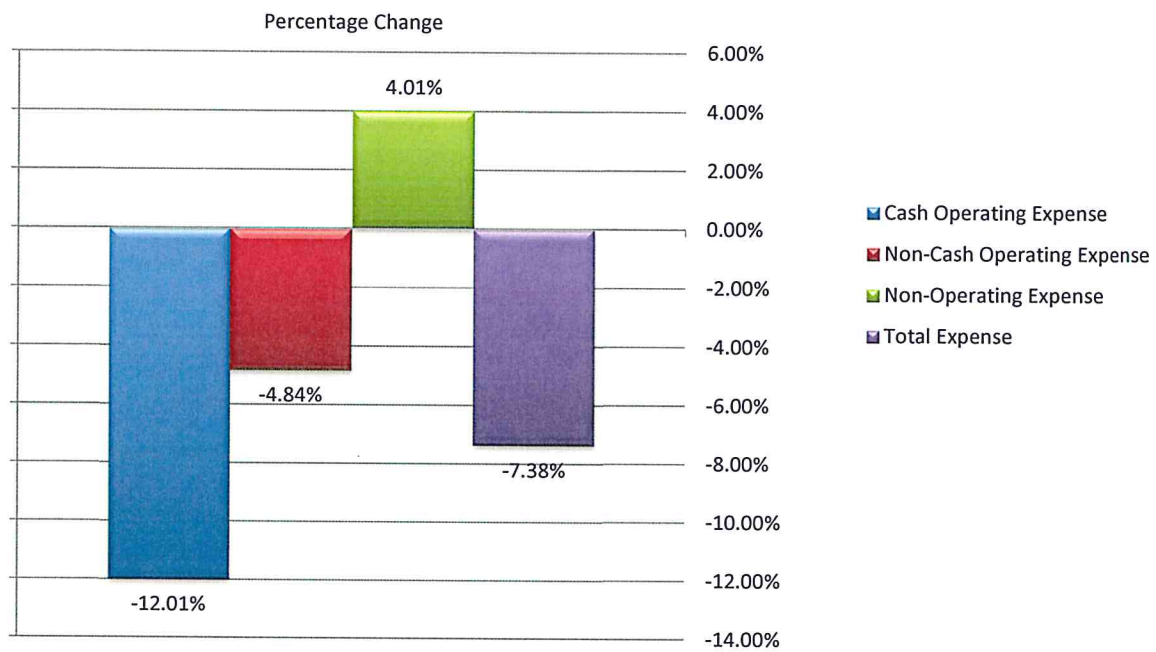
Palmdale Water District
Operating Expense Analysis
For the Five Months Ending 5/31/2015
2014

2014 to 2015 Comparison

	Thru April	May	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	\$ 41,498	\$ 14,213	\$ 55,711	\$ 114,500	48.66%
Administration	1,422,101	159,803	1,581,904	3,490,000	45.33%
Engineering	345,821	76,866	422,687	1,079,800	39.14%
Facilities	983,321	241,691	1,225,012	3,408,500	35.94%
Operations	1,609,564	463,241	2,072,804	5,453,500	38.01%
Finance	1,027,395	252,359	1,279,754	2,968,750	43.11%
Water Conservation	46,023	9,967	55,990	270,000	20.74%
Human Resources	79,363	23,516	102,878	215,300	47.78%
Information Technology	266,577	93,087	359,663	828,600	43.41%
Customer Care	-	-	-	-	-
Water Purchases	567,808	26,138	593,946	2,400,000	24.75%
Water Purchases-Prior Year OAP	683	-	683	250,000	0.27%
Water Recovery	(35,552)	(1,225)	(36,777)	(100,000)	36.78%
Plant Expenditures	793,014	347,101	1,140,115	2,143,500	53.19%
GAC Filter Media Replacement	9,171	-	9,171	1,638,000	0.56%
Total Cash Operating Expenses	\$ 7,156,785	\$ 1,706,756	\$ 8,863,540	\$ 24,160,450	36.69%
Non-Cash Operating Expenses:					
Depreciation	\$ 2,214,675	\$ 549,115	\$ 2,763,790	\$ 7,350,000	37.60%
OPEB Accrual Expense	667,500	166,875	834,375	2,000,000	41.72%
Bad Debts	20,487	4,062	24,549	100,000	24.55%
Service Costs Construction	153,521	(147,733)	5,788	125,000	4.63%
Capitalized Construction	(273,838)	(109,506)	(383,344)	(1,000,000)	38.33%
Total Non-Cash Operating Expenses	\$ 2,782,345	\$ 462,812	\$ 3,245,157	\$ 8,575,000	37.84%
Non-Operating Expenses:					
Interest on Long-Term Debt	\$ 777,843	\$ 193,353	\$ 971,196	\$ 2,111,000	46.01%
Amortization of SWP	638,040	159,510	797,550	1,679,000	47.50%
Water Conservation Programs	21,833	23,405	45,238	143,000	31.63%
Total Non-Operating Expenses	\$ 1,437,716	\$ 376,268	\$ 1,813,984	\$ 3,933,000	46.12%
Total Expenses	\$ 11,376,846	\$ 2,545,835	\$ 13,922,681	\$ 36,668,450	37.97%

EXPENSE COMPARISON YEAR-TO-DATE

May '14-To-May '15



Palmdale Water District
2015 Directors Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ 24,000	\$ 45,000	\$ -	\$ 21,000	53.33%
Employee Benefits					
1-01-4005-000 Payroll Taxes	1,822	5,500		3,678	33.13%
1-01-4010-000 Health Insurance	24,149	58,000		33,852	41.64%
Subtotal (Benefits)	25,970	63,500	-	33,852	40.90%
Total Personnel Expenses	\$ 49,970	\$ 108,500	\$ -	\$ 54,852	46.06%
OPERATING EXPENSES:					
1-01-4050-000 Directors Travel, Seminars & Meetings	6,144	10,000		3,856	61.44%
Subtotal Operating Expenses	6,144	10,000	-	3,856	61.44%
Total O & M Expenses	\$ 56,114	\$ 118,500	\$ -	\$ 58,708	47.35%

Palmdale Water District
2015 Administration Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 348,319	\$ 860,500		\$ 512,181	40.48%
1-02-4000-100 Overtime	3,373	8,250		4,877	40.89%
1-02-4000-200 On-Call	30,805	67,500		36,695	45.64%
Subtotal (Salaries)	\$ 382,497	\$ 936,250	\$ -	\$ 553,753	40.85%
Employee Benefits					
1-02-4005-000 Payroll Taxes	\$ 26,400	\$ 66,000		39,600	40.00%
1-02-4010-000 Health Insurance	55,747	134,000		78,253	41.60%
1-02-4015-000 PERS	68,174	169,000		100,826	40.34%
1-02-4020-000 Worker's Compensation	27,226	125,000		97,774	21.78%
1-02-4025-000 Vacation Benefit Expense	59,429	35,000		(24,429)	169.80%
1-02-4030-000 Life Insurance	3,259	8,000		4,741	40.74%
Subtotal (Benefits)	\$ 240,235	\$ 537,000	\$ -	\$ 296,765	44.74%
Total Personnel Expenses	\$ 622,732	\$ 1,473,250	\$ -	\$ 850,518	42.27%
OPERATING EXPENSES:					
1-02-4050-100 General Manager Travel	\$ 3,217	\$ 5,000		1,783	64.34%
1-02-4060-100 General Manager Conferences & Seminars	2,195	4,000		1,805	54.88%
1-02-4080-000 Other Operating	2,152	20,000		17,848	10.76%
1-02-4110-000 Consultants	64,975	175,000		110,025	37.13%
1-02-4125-000 Insurance	124,864	285,000		160,136	43.81%
1-02-4130-000 Bank Charges	61,005	140,000		78,995	43.58%
1-02-4135-000 Groundwater Adjudication	45,498	75,000		29,502	60.66%
1-02-4140-000 Legal Services	99,995	160,000		60,005	62.50%
1-02-4150-000 Accounting Services	18,000	25,000		7,000	72.00%
1-02-4165-000 Memberships/Subscriptions	28,642	210,000		181,358	13.64%
1-02-4175-000 Permits	5,583	10,000		4,417	55.83%
1-02-4180-000 Postage	12,939	27,500		14,561	47.05%
1-02-4190-100 Public Relations - Publications	9,083	35,000		25,917	25.95%
1-02-4190-900 Public Relations - Other	-	1,000		1,000	0.00%
1-02-4200-000 Advertising	1,988	3,500		1,512	56.81%
1-02-4205-000 Office Supplies	9,654	18,000		8,346	53.63%
Subtotal Operating Expenses	\$ 489,788	\$ 1,194,000	\$ -	\$ 704,212	41.02%
Total Departmental Expenses	\$ 1,112,519	\$ 2,667,250	\$ -	\$ 1,554,731	41.71%

Palmdale Water District
2015 Engineering Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 313,959	\$ 809,000		\$ 495,041	38.81%
1-03-4000-100 Overtime	2,111	6,750		4,639	31.27%
Subtotal (Salaries)	\$ 316,070	\$ 815,750		\$ 499,680	38.75%
Employee Benefits					
1-03-4005-000 Payroll Taxes	24,278	61,000		36,722	39.80%
1-03-4010-000 Health Insurance	64,281	154,500		90,219	41.61%
1-03-4015-000 PERS	56,567	142,000		85,433	39.84%
Subtotal (Benefits)	\$ 145,126	\$ 357,500	\$ -	\$ 212,374	40.59%
Total Personnel Expenses	\$ 461,196	\$ 1,173,250	\$ -	\$ 712,054	39.31%
OPERATING EXPENSES:					
1-03-4155-000 Contracted Services	40,000	61,500		21,500	65.04%
1-03-4165-000 Memberships/Subscriptions	1,168	2,000		832	58.40%
1-03-4250-000 General Materials & Supplies	1,968	2,500		532	78.72%
1-03-8100-100 Computer Software - Maint. & Support*	2,720	13,500	(1,600)	10,780	20.14%
Subtotal Operating Expenses	\$ 45,856	\$ 79,500	\$ (1,600)	\$ 33,644	57.68%
Total Departmental Expenses	\$ 507,052	\$ 1,252,750	\$ (1,600)	\$ 745,698	40.48%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Facilities Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 722,605	\$ 2,049,000		\$ 1,326,395	35.27%
1-04-4000-100 Overtime	23,986	65,000		41,014	36.90%
Subtotal (Salaries)	\$ 746,591	\$ 2,114,000	\$ -	\$ 1,367,409	35.32%
Employee Benefits					
1-04-4005-000 Payroll Taxes	57,943	157,000		99,057	36.91%
1-04-4010-000 Health Insurance	201,902	466,000		264,098	43.33%
1-04-4015-000 PERS	133,465	362,000		228,535	36.87%
Subtotal (Benefits)	\$ 393,310	\$ 985,000	\$ -	\$ 591,690	39.93%
Total Personnel Expenses	\$ 1,139,902	\$ 3,099,000	\$ -	\$ 1,959,098	36.78%
OPERATING EXPENSES:					
1-04-4155-000 Contracted Services	\$ 55,629	\$ 125,000		\$ 69,371	44.50%
1-04-4175-000 Permits-Dams	3,508	50,000		46,492	7.02%
1-04-4215-100 Natural Gas - Wells & Boosters	71,585	236,000		164,415	
1-04-4215-200 Natural Gas - Buildings	3,409	9,000		5,591	37.88%
1-04-4220-100 Electricity - Wells & Boosters	617,635	1,515,000		897,365	
1-04-4220-200 Electricity - Buildings	35,387	75,000		39,614	47.18%
1-04-4225-000 Maint. & Repair - Vehicles	16,448	40,000		23,552	41.12%
1-04-4230-100 Maint. & Rep. Office Building	3,625	15,000		11,375	24.16%
1-04-4235-110 Maint. & Rep. Equipment	4,342	6,500		2,158	66.80%
1-04-4235-400 Maint. & Rep. Operations - Wells	20,578	75,000		54,422	27.44%
1-04-4235-405 Maint. & Rep. Operations - Boosters	17,419	50,000		32,581	34.84%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	709	10,000		9,292	7.09%
1-04-4235-415 Maint. & Rep. Operations - Facilities	11,114	15,000		3,886	74.10%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	80,498	240,000		159,502	33.54%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	-	15,000		15,000	0.00%
1-04-4235-430 Maint. & Rep. Operations - Palmdale Dam	-	7,500		7,500	0.00%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	524	10,000		9,476	5.24%
1-04-4235-440 Maint. & Rep. Operations - Large Meters**	189	-	7,870	7,681	2.40%
1-04-4235-445 Maint. & Rep. Operations - Telemetry	3,170	2,250		(920)	140.89%
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	555	12,000		11,445	4.63%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	18,477	35,000		16,523	52.79%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	1,398	5,000		3,602	27.96%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges**	31,521	-	211,950	180,429	14.87%
1-04-4250-100 General Supplies - Hot Tapping Program	5,549	-		(5,549)	
1-04-4270-300 Telecommunication - Other	1,465	2,750		1,285	53.28%
1-04-4300-200 Testing - Large Meters**	3,525	-	10,955	7,430	32.18%
1-04-4300-300 Testing - Edison Testing	-	6,000		6,000	0.00%
1-04-6000-000 Waste Disposal	5,401	25,000		19,599	21.61%
1-04-6100-100 Fuel and Lube - Vehicle	23,273	130,000		106,727	17.90%
1-04-6100-200 Fuel and Lube - Machinery	15,968	43,000		27,032	37.13%
1-04-6200-000 Uniforms	11,384	22,500		11,116	50.60%
1-04-6300-100 Supplies - General	21,915	47,500		25,585	46.14%
1-04-6300-200 Supplies - Hypo Generators	371	6,500		6,129	5.71%
1-04-6300-300 Supplies - Electrical	-	3,000		3,000	0.00%
1-04-6300-400 Supplies - Telemetry	2,733	5,000		2,267	54.65%
1-04-6300-800 Supplies - Construction Materials	16,411	35,000		18,589	46.89%
1-04-6400-000 Tools	8,643	12,000		3,357	72.02%
1-04-7000-100 Leases -Equipment	6,828	12,500		5,672	54.62%
Subtotal Operating Expenses	\$ 1,121,185	\$ 2,899,000	\$ 230,775	\$ 2,008,590	35.82%
Total Departmental Expenses	\$ 2,261,087	\$ 5,998,000	\$ 230,775	\$ 3,967,688	36.30%

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

Palmdale Water District
2015 Operation Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 405,179	\$ 1,104,500		\$ 699,321	36.68%
1-05-4000-100 Overtime	19,776	53,750		33,974	36.79%
Subtotal (Salaries)	\$ 424,955	\$ 1,158,250	\$ -	\$ 733,295	36.69%
Employee Benefits					
1-05-4005-000 Payroll Taxes	32,243	90,750		58,507	35.53%
1-05-4010-000 Health Insurance	93,508	200,000		106,492	46.75%
1-05-4015-000 PERS	74,620	203,000		128,380	36.76%
Subtotal (Benefits)	\$ 200,371	\$ 493,750	\$ -	\$ 293,379	40.58%
Total Personnel Expenses	\$ 625,326	\$ 1,652,000	\$ -	\$ 1,026,674	37.85%
OPERATING EXPENSES:					
1-05-4155-000 Contracted Services*	\$ 61,540	\$ 67,500	\$ 12,200	\$ 18,160	77.21%
1-05-4175-000 Permits	12,620	40,000		27,380	31.55%
1-05-4215-200 Natural Gas - WTP	537	3,000		2,463	17.92%
1-05-4220-200 Electricity - WTP	53,661	125,000		71,339	42.93%
1-05-4230-110 Maint. & Rep. - Office Equipment	-	500		500	0.00%
1-05-4235-110 Maint. & Rep. Operations - Equipment	7,434	11,500		4,066	64.65%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	22	6,000		5,978	0.36%
1-05-4235-415 Maint. & Rep. Operations - Facilities	17,287	45,000		27,713	38.42%
1-05-4235-450 Maint. & Rep. Operations - Hypo Generator	-	18,000		18,000	0.00%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	2,975	6,000		3,025	49.58%
1-05-4236-000 Palmdale Lake Management	11,575	15,000		3,425	77.16%
1-05-6000-000 Waste Disposal	1,168	14,000		12,832	8.34%
1-05-6200-000 Uniforms	5,862	12,000		6,138	48.85%
1-05-6300-100 Supplies - General	5,604	15,000		9,396	37.36%
1-05-6300-600 Supplies - Lab	24,621	35,000		10,379	70.35%
1-05-6300-700 Outside Lab Work	34,375	64,000		29,625	53.71%
1-05-6400-000 Tools	3,090	6,500		3,410	47.54%
1-05-6500-000 Chemicals*	101,694	485,000	(12,200)	371,106	21.51%
1-05-7000-100 Leases -Equipment	651	3,000		2,349	21.69%
Subtotal Operating Expenses	\$ 344,716	\$ 972,000	\$ -	\$ 627,284	35.46%
Total Departmental Expenses	\$ 970,042	\$ 2,624,000	\$ -	\$ 1,653,958	36.97%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Finance Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries**	\$ 381,093	\$ 1,546,000	\$ (727,000)	\$ 437,907	46.53%
1-06-4000-100 Overtime**	3,889	19,000	(13,500)	1,611	70.71%
Subtotal (Salaries)	\$ 384,982	\$ 1,565,000	\$ (740,500)	\$ 439,518	46.69%
Employee Benefits					
1-06-4005-000 Payroll Taxes**	29,574	118,500	(54,000)	34,926	45.85%
1-06-4010-000 Health Insurance**	90,488	316,000	(173,000)	52,512	63.28%
1-06-4015-000 PERS**	80,132	297,000	(132,000)	84,868	48.57%
Subtotal (Benefits)	\$ 200,194	\$ 731,500	\$ (359,000)	\$ 172,306	53.74%
Total Personnel Expenses	\$ 585,176	\$ 2,296,500	\$ (1,099,500)	\$ 611,824	48.89%
OPERATING EXPENSES:					
1-06-4155-300 Contracted Services **	\$ 5,090	\$ 24,750	\$ (16,950)	\$ 2,710	65.26%
1-06-4155-100 Contracted Services - Infosend	89,375	205,000		115,625	43.60%
1-06-4165-000 Memberships/Subscriptions	110	500		390	22.00%
1-06-4230-110 Maintenance & Repair - Office Equipment**	-	1,000	(500)	500	0.00%
1-06-4235-440 Maint. & Rep. Operations - Large Meters**	2,129	10,000	(7,870)	1	99.97%
1-06-4235-470 Maint. & Rep. Operations - Meter Exchanges**	138,045	350,000	(211,950)	5	100.00%
1-06-4250-000 General Material & Supplies**	1,812	6,000	(1,500)	2,688	40.26%
1-06-4260-000 Business Forms**	3,522	10,000	(3,500)	2,978	54.19%
1-06-4270-100 Telecommunication - Office	6,650	12,000		5,351	55.41%
1-06-4270-200 Telecommunication - Cellular Stipend	7,330	17,000		9,670	43.12%
1-06-4300-200 Testing - Large Meter Testing**	4,044	15,000	(10,955)	1	99.98%
1-06-7000-100 Leases - Equipment	1,222	3,000		1,778	40.73%
Subtotal Operating Expenses	\$ 259,329	\$ 654,250	\$ (253,225)	\$ 141,696	64.67%
Total Departmental Expenses	\$ 844,505	\$ 2,950,750	\$ (1,352,725)	\$ 753,520	52.85%

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

Palmdale Water District
2015 Human Resources Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 57,487	\$ 101,000		\$ 43,513	56.92%
Employee Benefits					
1-08-4005-000 Payroll Taxes	4,407	7,750		3,343	56.87%
1-08-4010-000 Health Insurance	9,124	18,000		8,876	50.69%
1-08-4015-000 PERS	2,697	6,500		3,803	41.49%
Subtotal (Benefits)	\$ 16,229	\$ 32,250	\$ -	\$ 16,021	50.32%
Total Personnel Expenses	\$ 73,715	\$ 133,250	\$ -	\$ 59,535	55.32%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 8,866	\$ 25,250		\$ 16,384	35.11%
1-08-4060-000 Staff Conferences & Seminars	14,146	20,500		6,354	69.00%
1-08-4070-000 Employee Expense	24,428	40,000		15,572	61.07%
1-08-4095-000 Employee Recruitment	943	3,000		2,057	31.42%
1-08-4100-000 Employee Retention	7,035	20,000		12,965	35.18%
1-08-4105-000 Employee Relations	2,408	3,500		1,092	68.80%
1-08-4110-000 Consultants	-	1,000		1,000	0.00%
1-08-4120-100 Training-Safety	5,580	30,000	5,000	29,420	15.94%
1-08-4120-200 Training-Speciality	6,380	26,000	(5,000)	14,620	30.38%
1-08-4121-000 Safety Program	200	1,000		800	20.02%
1-08-4165-000 Membership/Subscriptions	319	1,600		1,281	19.94%
1-08-4165-100 HR/Safety Publications	154	1,000		846	15.44%
1-08-6300-500 Supplies - Safety	8,675	20,000		11,325	43.37%
Subtotal Operating Expenses	\$ 79,133	\$ 192,850	\$ -	\$ 113,717	41.03%
Total Departmental Expenses	\$ 152,849	\$ 326,100	\$ -	\$ 173,251	46.87%

Palmdale Water District
2015 Water Conservation Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 67,094	\$ 175,000		\$ 107,906	38.34%
1-07-4000-100 Overtime	298	1,000		702	29.80%
Subtotal (Salaries)	\$ 67,392	\$ 176,000		\$ 108,608	38.29%
Employee Benefits					
1-07-4005-000 Payroll Taxes	5,180	13,500		8,320	38.37%
1-07-4010-000 Health Insurance	17,838	38,000		20,162	46.94%
1-07-4015-000 PERS	7,933	20,000		12,067	39.67%
Subtotal (Benefits)	\$ 30,951	\$ 71,500	\$ -	\$ 40,549	43.29%
Total Personnel Expenses	\$ 98,343	\$ 247,500	\$ -	\$ 148,455	39.73%
OPERATING EXPENSES:					
1-07-4190-300 Public Relations - Landscape Workshop/Training	\$ 40	\$ 1,000		\$ 960	4.00%
1-07-4190-400 Public Relations - Contests	-	1,000		1,000	0.00%
1-07-4190-500 Public Relations - Education Programs	-	2,500		2,500	0.00%
1-07-4190-700 Public Relations -General Media	9,266	25,000		15,735	37.06%
1-07-4190-900 Public Relations - Other	1,289	2,000		711	64.46%
1-07-6300-100 Supplies - Misc.	3,304	5,000		1,696	66.08%
Subtotal Operating Expenses	\$ 13,899	\$ 36,500	\$ -	\$ 22,601	38.08%
Total Departmental Expenses	\$ 112,242	\$ 284,000	\$ -	\$ 171,056	39.52%

Palmdale Water District
2015 Information Technology Budget
For the Five Months Ending Sunday, May 31, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 83,439	\$ 221,500		\$ 138,061	37.67%
1-09-4000-100 Overtime	2,034	2,500		466	81.35%
Subtotal (Salaries)	\$ 85,473	\$ 224,000		\$ 138,527	38.16%
Employee Benefits					
1-09-4005-000 Payroll Taxes	6,507	17,000		10,493	38.27%
1-09-4010-000 Health Insurance	17,289	37,500		20,211	46.10%
1-09-4015-000 PERS	17,389	44,000		26,611	39.52%
Subtotal (Benefits)	\$ 41,184	\$ 98,500	\$ -	\$ 57,316	41.81%
Total Personnel Expenses	\$ 126,658	\$ 322,500	\$ -	\$ 195,376	39.27%
OPERATING EXPENSES:					
1-09-4155-000 Contracted Services	\$ 17,266	\$ 125,000		\$ 107,734	13.81%
1-09-4165-000 Memberships/Subscriptions	150	1,000		850	15.00%
1-09-4270-000 Telecommunications	28,916	77,750		48,834	37.19%
1-09-8000-100 Computer Equipment - Computers	10,386	20,000		9,614	51.93%
1-09-8000-200 Computer Equipment - Laptops*	3,909	5,000	1,600	2,691	59.23%
1-09-8000-300 Computer Equipment - Monitors	-	2,000		2,000	0.00%
1-09-8000-500 Computer Equipment - Toner Cartridges	330	3,000		2,670	10.99%
1-09-8000-550 Computer Equipment - Telephony	-	2,500		2,500	0.00%
1-09-8000-600 Computer Equipment - Other	560	20,000		19,440	2.80%
1-09-8100-100 Computer Software - Maint. and Support	53,525	44,000		(9,525)	121.65%
1-09-8100-140 Computer Software - Starnik	40,475	110,000		69,525	36.80%
1-09-8100-150 Computer Software - Dynamics GP Support	3,465	36,000		32,536	9.62%
1-09-8100-200 Computer Software - Software and Upgrades	8,472	14,000		5,528	60.52%
Subtotal Operating Expenses	\$ 167,454	\$ 460,250	\$ 1,600	\$ 294,396	36.26%
Total Departmental Expenses	\$ 294,111	\$ 782,750	\$ 1,600	\$ 489,772	37.50%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Customer Care Budget
For the Five Months Ending Sunday, May 31, 2015

Personnel Budget:

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
1-10-4000-000 Salaries**	\$ 203,340	\$ -	\$ 727,000	\$ 523,660	27.97%
1-10-4000-100 Overtime**	1,714	-	13,500	11,786	12.69%
Subtotal (Salaries)	\$ 205,054	\$ -	\$ 740,500	\$ 535,446	27.69%
Employee Benefits					
1-10-4005-000 Payroll Taxes**	16,216	-	54,000	37,784	30.03%
1-10-4010-000 Health Insurance**	59,047	-	173,000	113,953	34.13%
1-10-4015-000 PERS**	36,996	-	132,000	95,004	28.03%
Subtotal (Benefits)	\$ 112,259	\$ -	\$ 359,000	\$ 246,741	31.27%
Total Personnel Expenses	\$ 317,312	\$ -	\$ 1,099,500	\$ 782,188	28.86%

OPERATING EXPENSES:

1-10-4155-000 Contracted Services**	\$ 4,866	\$ -	\$ 16,950	\$ 12,084	28.71%
1-10-4230-110 Maintenance & Repair-Office Equipment**	-	-	500	500	0.00%
1-10-4250-000 General Material & Supplies**	2,877	-	1,500	(1,377)	191.78%
1-10-4260-000 Business Forms**	1,471	-	3,500	2,029	42.03%
Subtotal Operating Expenses	\$ 9,213	\$ -	\$ 22,450	\$ 13,237	41.04%
Total Departmental Expenses	\$ 326,526	\$ -	\$ 1,121,950	\$ 795,424	29.10%

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

Project Payment Schedule
Updated: July 1, 2015



= Approved for Payment
 = 2014 Budget Carryover

Planned Expenses	2015 Budget	Payee	Approved Contract	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Committed Contracts / Projects																
Water Revenue Bond Projects	-	Kennedy/Jenks and BV Const.	674,987													674,987
Storage Tank Maintenance (Year 2 of 6) - RCP03	330,000	Superior Tank	330,000								330,000					
Water System Master Plan Update (WO# 14-404) - PL02	45,000	MWH	196,043	9,363		18,599	5,370	4,477		2,098	19,481	19,481				
Meter Replacement Program (Purchase 2014 Carry Over)		Inland Waterworks	788,148	416,782	314,597											
Meter Replacement Program (Purchase 2015) - RCP01	900,000	Inland Waterworks	784,447				454,752		329,695							
Meter Replacement Program (Installation) - RCP02	325,000	Bob O Construction	155,506						23,171	50,702	27,677	53,956				
Hydrologic and Energy Database - PL04	67,000	DCSE	69,730						28,500	19,160	22,070					
3-Inch Air Diaphragm Pump - NE03	5,000						5,000									
Emergency Repair of Storage Tank at Well No. 18/19 Site	-	Superior Tank	32,500									32,500				
Brine Storage Tanks - RCP07	125,000	Evoqua	136,250					27,250			59,000	50,000				
NaOCL Generator Replacement - RCP08	150,000	D&H / Evoqua	162,855								90,000	50,000	22,855			
Dredging @ Lake Outlet Structure / Mechanical Repairs		Fontaine				57,115										
Lobby Schematic Design		Itzen	28,200		7,124		13,424	6,948								
Security Improvement Project (Feasibility/Design)		Exante 360			5,000	2,000										
Security System Upgrades - PRO05	250,000	Siemens	259,816								50,000	100,000	75,000	34,816		
Natural Gas Engine Emissions Analyzer - NE10	15,000	Murcal	13,335			13,335										
Generator/Engine Emissions (Well No. 2A and 3A) - SF05	20,000	Murcal	19,316				19,316									
Well No. 7A Electrical Transformer - RCP10	35,000	CED	19,511				19,511									
Diesel Tamper - RE03	5,000	Dowd Supply	4,268				4,268									
HVAC at WTP - PRO10	10,000	Circulating Air	8,980							8,182						
Shop/Mechanic Truck w/ Crane and Compressor - NE05	100,000	Five Star Ford	101,599							101,599						
Replacement Fleet (4) 3/4 Ton Trucks		Wondries	143,751				143,751									
docSTAR Smart Automation Project		docSTAR			4,331	15,259										
Subtotal	2,382,000	---	3,929,242	426,145	331,052	106,308	665,392	38,675	381,366	181,741	598,228	305,937	97,855	34,816	-	674,987

Budgeted Projects																
Well No. 15 Rehabilitation - RCP13	300,000	TBD	TBD											100,000	200,000	
Well No. 30 Rehabilitation - RCP12	50,000	TBD	TBD											50,000		
2015 Urban Water Management Plan Update - PL01	40,000	TBD	TBD										10,000	10,000	10,000	10,000
2014 Water System Master Plan Update (EIR) - PL03	140,000	TBD	TBD								25,000	25,000	25,000	25,000	25,000	40,000
ARC Flash Hazard Analysis - SF01	62,000	TBD	TBD							20,000	22,000	20,000				
Fleet Lighting Improvements (Phase 1 of 3) - SF03	10,000	TBD	TBD								10,000					
Palmdale Ditch Improvements - RCP05	75,000	TBD	TBD								25,000	25,000	25,000			
Parking Lot Re-Surfacing - RCP-4	100,000	TBD	TBD										100,000			
Production Flow Meter Replacement - RCP09	25,000	TBD	TBD								25,000					
WTP Security Stystem Upgrade - PRO04	5,000	TBD	TBD								5,000					
Sludge Pump Station Flow Meter - PRO06	4,000	TBD	TBD										4,000			
Replacement Vehicles/Fleet - RE02	135,000	TBD	TBD								30,000	35,000	35,000	35,000		
Valve Exercising Truck - NE08	100,000	TBD	TBD								100,000					
Shop Tools - NE02	25,000	TBD	TBD								25,000					
Rock Drill / Clay Spade - RE01	8,000	TBD	TBD										8,000			
Acquisition of Tax Defaulted Properties - NCC02	28,000	LA County	TBD												28,000	
Subtotal	1,107,000	---	-	-	-	-	-	-	-	-	45,000	242,000	219,000	253,000	298,000	50,000

Water Quality Fee Funded Projects																
GAC Replacement at WTP - F400 and Reactivated	806,500	Calgon	806,500	275,350			297,759					300,000			185,000	
GAC Replacement at WTP - AC1230CX	300,000	Evoqua	300,000					298,286								
GAC Replacement at Underground Booster Station	40,000	Evoqua	40,000								40,000					
Subtotal	1,146,500	---	1,146,500	275,350	-	-	297,759	298,286	-	-	-	340,000	-	-	185,000	-

TOTALS			Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15
Monthly Planned Expenses (Including Water Quality)	---	---	5,075,742	701,495	331,052	655,335	963,151	336,961	381,366	181,741	643,228	887,937	316,855	287,816	483,000	724,987
TOTAL Monthly 2014 Carryover Projects (Excluding Water Quality)	---	---	3,929,242	426,145	467,679	90,973										
TOTAL 2015 YTD Budgeted Expenses (Including Water Quality)	----	---			7,124	662,459	1,625,610	1,962,571	2,343,937	2,525,678	3,168,906	4,056,843	4,373,698	4,661,514	5,144,514	5,869,501

Water Revenue Bond - Series 2013A

Updated: July 1, 2015



Project	Work Order	Description	Allocated Based on Bond	Contractual Commitment	Payout to Date	Grant Funds/Operating Budget	Uncommitted Bond \$
Spec. 1204	603-12	Ave. Q - Q-3, Division and Sumac	\$ 725,000	\$ 765,085	\$ 765,085	\$ -	\$ (40,085)
Spec. 1201	606-11	20th, Puerta, Sweetbriar, and 22nd St. E.	\$ 1,450,000	\$ 1,487,261	\$ 1,487,261	\$ -	\$ (37,261)
Spec. 1205	605-12	Frontier, 31st St. E., etc. between Ave. Q and Q-4	\$ 1,200,000	\$ 1,239,232	\$ 832,876	\$ 485,000	\$ (39,232)
Spec. 1207	607-12	10th St. E. between Ave. P and Palmdale Blvd.	\$ 1,400,000	\$ 1,255,008	\$ 1,170,315	\$ -	\$ 144,992
LRDSR	501-04	Littlerock Sediment Removal (EIR/EIS/Permits)	\$ 975,000	\$ 515,925	\$ 485,589	\$ -	\$ 459,075
LCGRRP	400-12	Littlerock Recharge and Recovery (Feasibility)	\$ 1,500,000	\$ 769,492	\$ 723,447	\$ -	\$ 730,508
UAR	TBD	Upper Amargosa Recharge (Project Capacity)	\$ 1,250,000	\$ 1,250,000	\$ 38,402	\$ -	\$ -
Spec. 0905	601-09	15th St. E. between Ave. P and Ave. Q (Material)	\$ -	\$ 362,984	\$ 362,984	\$ -	\$ (362,984)
LCGRRP-2	501-04	Littlerock Recharge and Recovery (Permits)	\$ -	\$ 1,530,000	\$ -	\$ 189,987	\$ (1,530,000)
Totals:			\$ 8,500,000	\$ 9,174,987	\$ 5,865,960	\$ 674,987	\$ (674,987)

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

Requisition No.	Payee	Date Approved	Invoice No.	Project	Payment Amount
24	Kennedy/Jenks - Progress Payment	Jul 21, 2014	84147	LCGRRP	\$ 26,431.83
24	Aspen - EIR/EIS Progress Payment	Jul 21, 2014	1116.002-11	LRDSR	\$ 6,274.20
25	BV Construction - Progress Payment #12	Aug 19, 2014	12	Spec. 1201	\$ 84,386.60
25	Aspen - EIR/EIS Progress Payment	Aug 19, 2014	1116.002-12	LRDSR	\$ 11,115.51
26	BV Construction - Progress Payment #13	Sept 10, 2014	13	Spec. 1201	\$ 47,654.85
26	Aspen - EIR/EIS Progress Payment	Sept 10, 2014	1116.002-13	LRDSR	\$ 37,715.30
27	BV Construction - Progress Payment #14	Sept 29, 2014	14	Spec. 1201	\$ 122,741.90
27	PWD - Reimbursement	Sept 29, 2014	N/A	Spec. 0905	\$ 260,611.31
28	Cedro Construction - Progress Payment #1	Oct 14, 2014	1	Spec. 1207	\$ 310,752.41
28	City of Palmdale - Recharge Project	Oct 14, 2014	PWD-2014	UAR	\$ 38,402.47
29	Aspen - EIR/EIS Progress Payment	Oct 23, 2014	1116.002-14	LRDSR	\$ 56,223.72
29	Kennedy/Jenks - Progress Payment	Oct 23, 2014	87036	LCGRRP	\$ 80,732.32
30	BV Construction - Progress Payment #15	Nov 12, 2014	15	Spec. 1201	\$ 84,974.65
30	Aspen - Bio and Cultural Report	Nov 12, 2014	3277.001-01	Spec. 1205	\$ 10,608.08
30	Cedro Construction - Progress Payment #2	Nov 12, 2014	2	Spec. 1207	\$ 195,802.84
31	ANM Construction - Paving	Nov 17, 2014	011115-1	Spec. 0905	\$ 102,373.00
32	Aspen - Bio and Cultural Report	Nov 26, 2014	3277.001-02	Spec. 1205	\$ 1,147.81
32	Aspen - EIR/EIS Progress Payment	Nov 26, 2014	1116.002-15	LRDSR	\$ 76,161.79
33	Kennedy/Jenks - Progress Payment	Dec 29, 2014	88741	LCGRRP	\$ 71,831.14
33	BV Construction - Progress Payment #16 (Retention)	Dec 29, 2014	16 - Retention	Spec. 1201	\$ 74,363.05
33	Aspen - EIR/EIS Progress Payment	Dec 29, 2014	1116.002-16	LRDSR	\$ 6,136.99
34	Cedro Construction - Progress Payment #3	Jan 7, 2015	3	Spec. 1207	\$ 294,189.21
35	BV Construction - Progress Payment #1	Jan 26, 2015	1	Spec. 1205	\$ 152,445.08
35	Aspen - EIR/EIS Progress Payment	Jan 26, 2015	1116.002-17	LRDSR	\$ 13,105.63
36	Kennedy/Jenks - Progress Payment	Feb 2, 2015	89538	LCGRRP	\$ 78,066.17
37	BV Construction - Progress Payments #2 and #3	Feb 19, 2015	2 and 3	Spec. 1205	\$ 195,962.20
37	Aspen - EIR/EIS Progress Payment	Feb 19, 2015	1116.002-18	LRDSR	\$ 8,814.60
38	BV Construction - Progress Payment #4	Mar 9, 2015	4	Spec. 1205	\$ 123,500.00
38	Cedro Construction - Progress Payment #4	Mar 9, 2015	4	Spec. 1207	\$ 70,371.25
39	BV Construction - Progress Payment #5	Mar 31, 2015	5	Spec. 1205	\$ 144,210.00
39	Aspen - EIR/EIS Progress Payment	Mar 31, 2015	1116.002-19	LRDSR	\$ 12,057.52
39	Kennedy/Jenks - Progress Payment	Mar 31, 2015	90983	LCGRRP	\$ 134,407.47
40	Cedro Construction - Progress Payment #5	Apr 13, 2015	5	Spec. 1207	\$ 116,680.99
41	BV Construction - Progress Payment #6	Apr 27, 2015	6	Spec. 1205	\$ 125,003.43
41	Aspen - EIR/EIS Progress Payment	Apr 27, 2015	1116.002-20	LRDSR	\$ 7,540.62
42	Cedro Construction - Progress Payment #6	May 19, 2015	6	Spec. 1207	\$ 103,592.13
43	BV Construction - Progress Payment #7	Jun 8, 2015	7	Spec. 1205	\$ 72,296.90
43	Aspen - Native American Monitoring	Jun 8, 2015	3277.001-03	Spec. 1205	\$ 7,702.52
43	Aspen - EIR/EIS Progress Payment	Jun 8, 2015	1116.002-21	LRDSR	\$ 44,109.14
44	Aspen - EIR/EIS Progress Payment	Jun 23, 2015	1116.002-22	LRDSR	\$ 34,285.59
44	Cedro Construction - Progress Payment #7	Jun 23, 2015	7	Spec. 1207	\$ 60,299.73

Column8

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

DATE: July 1, 2015 July 6, 2015
TO: Finance Committee **Committee Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.5 – CONSIDERATION AND POSSIBLE ACTION
ON PROPOSAL RECEIVED FROM STARNIK, INC FOR
PROGRAMMING SERVICES.***

Recommendation:

Staff recommends approving the estimate for custom development from Starnik, Inc. for programming services in order to implement the new notice to delinquent consumers process approved by Resolution No. 15-10. The quote is a fixed cost of \$12,200.00 and is budgeted under account 1-09-8100-140.

Alternative Options:

There is no alternative.

Impact of Taking No Action:

The impact of taking no action would result in not implementing the approved notification process.

Background:

The District adopted Resolution No. 15-10 on May 27, 2015, which changed the notification process for delinquent customers and assured compliance with the new law AB 2747.

The programming changes needed will add 1st mailed reminder notice that account is delinquent and subject to shut off 15 days prior to proposed shut-off date. The change will also add a 2nd mailed notice of disconnection 7 days prior to the proposed disconnection date in lieu of personally delivering a 48-hour notice to the property.

Strategic Plan Element:

This work is part of Strategic Element #5, Exceptional Customer Service by implementing best management practices.

Budget:

This is a budgeted item under 1-09-8100-140.

Supporting Documents:

- Estimate for custom development, Starnik, Inc.

Starnik Systems Inc.

7820 Orlando Avenue
Lubbock, TX 79423

Estimate

Date	Estimate #
6/26/2015	162

Name / Address
Palmdale Water District Mr. Michael Williams 2029 E Ave Q Palmdale, CA 93550

Description	Total
Custom Development - Collection Process Change based on requirements submitted and assumptions attached	
New Reminder Notice Template and Setup Page for this Template	3,250.00
New Shut Off Notice Template and Setup Page for this Template	3,250.00
Changes to Collection Methods and Processes to add calculations based on mailed date instead of completed date, sending duplicates of reminder notices to billing and service addresses where different, and additional fields with calculations based on days	3,500.00
Appropriate changes to collection process pages to accommodate the changes above	2,200.00
This estimate is valid until July 26, 2015 Please sign below to approve this estimate and send back the signed document to accounting@starnik.com This estimate is approved by: Signature: _____ Name: _____ Title: _____	
Thank you for your business.	
Subtotal	\$12,200.00
Sales Tax (0.0%)	\$0.00
Total	\$12,200.00

Custom Development for Palmdale Water District

Change in Collection Process - Assumptions

1. The Reminder Notice and Shut Off Notice templates will be 8.5" x 11" in Portrait orientation in PDF format.
2. It's assumed that the samples given for the notices are one page each. No printing on the back is required.
3. On the notices, the mailing address and return address will be in the same location as on Invoice Template 67 now.
4. Note: Wherever it is stated "Invoice Template 67 now", it means that changes to Invoice Template 67 in the future will not be reflected in this Late Notice Template.
5. Amount Due displayed on the Reminder Notice and Shut Off Notice will be the Unpaid Invoice Amount from the Billing Process connected to the Collection Process. This will include all prior balances in that invoice. Note: If there are unapplied credits or pending payments, they will not be subtracted from the Invoice Amount.
6. It is assumed that the Account Holder's address is the Resident Billing Address in UtilityTrakR.
7. The option to send notices to Service Address and Resident Billing Address will create the 2 notices if the Service Address and Resident Billing Address differ in any way, including spaces or Zip+4. No notices will be sent to Courtesy Bill Addresses.
8. The Shut Off Notice will be based on the Reminder Notice's mail date only. It is assumed that Palmdale Water District's collection process will take care of the 41 day requirement, and no changes will be made for that.
9. On the Reminder Notice and Shut Off Notice, wherever the Service Address is displayed, the entire Service Address entered in UtilityTrakR will be displayed.
10. The Name on the bottom portion of the Reminder Notice will be the Resident Account Name in UtilityTrakR.
11. The text on the notices will not be tied to fees and other items calculated by the collection actions. If changes are made to them, the user will have to make changes to the text.
12. For the Reminder Notice and the Shut Off Notice, where possible text will be made customizable by the user, but the format will follow the sample given and the notice will not be designed to allow more or less text than the sample.
13. No changes have been made for the following (It is assumed current collection processes will satisfy these needs.):
 - a. The Reminder Notice will generate the 10% late penalty for the account. Additional late fees of 1.5% for balances over 30 days will also be calculated and added to all applicable accounts, but will not generate a Reminder Notice.
 - b. On the 16th day after the Reminder Notice is mailed or the 41st day after the original invoice goes unpaid, the account is eligible for "SHUT-OFF NOTICE" to be generated sample of the notice is attached and marked Exhibit B.

- c. Once the Shut-Off Notice is generated, a \$5.00 charge is added to the customer's account. This amount should be manageable by the District if the amount needs to change.
- d. After the Shut-Off date has passed and account is unpaid a Shut-Off list is generated for technicians to use to disconnect unpaid customers. The generation of this list will add a shut-Off Charge to the customer's account.
- e. The Shut-Off Notices will be batched and processed in PDF format to send to outside print, fold and mail service same as invoices.
- f. The Reminder Notices will be batched and processed in PDF format to send to outside print, fold and mail service same as invoices.
- g. After the original invoice becomes delinquent on the 26th day after generation a "REMINDER NOTICE" will be generated.

PALMDALE WATER DISTRICT
Debt Service Coverage (\$000s)

Fiscal Year Ending September 30	Audited 2012	Audited 2013	Audited 2014	Apr 2014 - Mar 2015	May 2014 - Apr 2015	Jun 2014 - May 2015
OPERATING REVENUES	22,597	24,125	23,342	22,918	22,953	22,746
Rate Stabilization Fund		(480)				
	22,597	23,645	23,342	22,918	22,953	22,746
OPERATING EXPENSES						
Gross operating expenses	22,216	20,665	22,405	21,701	21,083	20,376
Overhead adjustment	(43)	(217)	(509)			
SWP Fixed operations and maint	(915)	(720)	(363)	(320)	(305)	(291)
Capital portion included above						
TOTAL EXPENSES	21,258	19,728	21,534	21,381	20,778	20,085
NET OPERATING REVENUES	1,339	3,917	1,808	1,536	2,176	2,660
NON-OPERATING REVENUE						
Ad valorem property taxes	1,704	2,573	2,132	2,157	1,884	1,920
Interest income	25	44	45	46	46	46
Capital improvement fees	1,258	245	14	125	142	142
Other income	843	421	306	277	347	201
Rate Assistance Program						
TOTAL NON-OPERATING INCOME	3,830	3,284	2,497	2,604	2,419	2,309
NET REV AVAILABLE FOR DEBT SERVICE	5,169	7,201	4,305	4,141	4,594	4,970
NET DEBT SERVICE						
1998 Certificates of Participation	1,507					
2004A Certificates of Participation	2,127	1,373	1,373			
2012 Issue - Bank of Nevada				1,373	1,373	1,373
2013A Water Revenue Bond		2,247	2,344	2,339	2,339	2,339
2017 Issue						
2012 Capital Lease		190	190	218	218	218
TOTAL DEBT SERVICE	3,634	3,810	3,908	3,930	3,930	3,930
DEBT SERVICE COVERAGE	1.42	1.89	1.10	1.05	1.17	1.26
NET REV AVAILABLE AFTER D/S	1,535	3,391	397	211	665	1,040