Since 1918

PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111
Fax (661) 947-8604
www.palmdalewater.org
Facebook: palmdalewaterdistrict
Twitter: @palmdaleH2O

Board of Directors

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Division 1

JOE ESTES
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER
Attorneys

August 20, 2015

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

Wednesday, August 26, 2015

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 (Government Code Section 54957.5). Please call Dawn Deans at 661-947-4111 x1003 for public review of materials.

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

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

1) Pledge of Allegiance.
2) Roll Call.
3) Adoption of Agenda.
4) Public comments for non-agenda items.
5) Presentations:

5.1) Drought Report-Review of "Water Conservation and Reduction in Water Demand Efforts Report as of July, 2015." (PIO/Conservation Director McNutt)

5.2) Financing options for Palmdale Regional Groundwater Recharge and Recovery Project. (Engineering/Grant Manager Riley/Rick Adcock and Roger Austin, MWH Infrastructure Development Group)

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

6.1) Approval of minutes of regular meeting held August 12, 2015.

6.2) Payment of bills for August 26, 2015.

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

7.1) Consideration and possible action on revisions to Organizational Structure. (Assistant General Manager Knudson/Personnel Committee)

7.2) Consideration and possible action on revisions to the Palmdale Water District Rate Assistance Program. (Finance Manager Williams/Finance Committee)

7.3) Consideration and possible action on Change Order No. 1 to Specification No. 1207, being the construction of the water main abandonment and service reconnection in 10th St. E. from Ave. Q-4 to Palmdale Blvd. and water main replacement in 10th St. E. from Ave. Q-4 to Ave. P. ($70,000.00 – Budgeted 2013A Water Revenue Bond – Project Manager Thompson)

7.4) Consideration and possible action on moving the second regular Board meeting in September from September 23 to September 28 due to lack of a quorum. (General Manager LaMoreaux)

7.5) Consideration and possible action on creating a standing agenda item for “Break prior to closed session.” (President Mac Laren)

7.6) Consideration and possible action to develop and present a financial plan for an office remodel for Board consideration and approval upon completion of the current design contract. (Director Dizmang)

7.7) Review of Board policy regarding Director reimbursements. (Director Dizmang)

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

a) 30th Annual WateReuse Symposium to be held September 13 – 16, 2015 in Seattle, Washington.

8) Information Items:

8.1) Reports of Directors:

a) Meetings/General Report.

b) Standing Committee/Assignment Reports (Chair):
1) Antelope Valley State Water Contractors Association
2) Outreach Committee

3) Personnel Committee
4) Palmdale Recycled Water Authority
5) Water Supply & Reliability Committee

8.2) Report of General Manager.

a) August, 2015 written report.

8.3) Report of General Counsel.

9) Public comments on closed session agenda matters.

10) Closed session under:

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

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

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

12) Board members' requests for future agenda items.

13) Adjournment.

Dennis D. LaMoreaux

_____

DENNIS D. LaMOREAUX,
General Manager

DDL/dd

26 August 2015

Palmdale Regional GRRP

Preliminary Evaluation of Financing Options

MWH Infrastructure Development, Inc.

MWH®

BUILDING A BETTER WORLD

Disclaimer: This File may include estimates of financial performance presented for informational purposes only, based on input information known at the time, and subject to change as input information changes. Unless specifically stated otherwise, no representation or warranty, express or implied, is made as to the accuracy or completeness of any financial information or estimates presented herein. Any information contained in this Financial Model is not intended or written to be, and should not be construed as legal or tax advice, and should and cannot be used for the purpose of avoiding taxes and or penalties that may be imposed on any taxpayer.

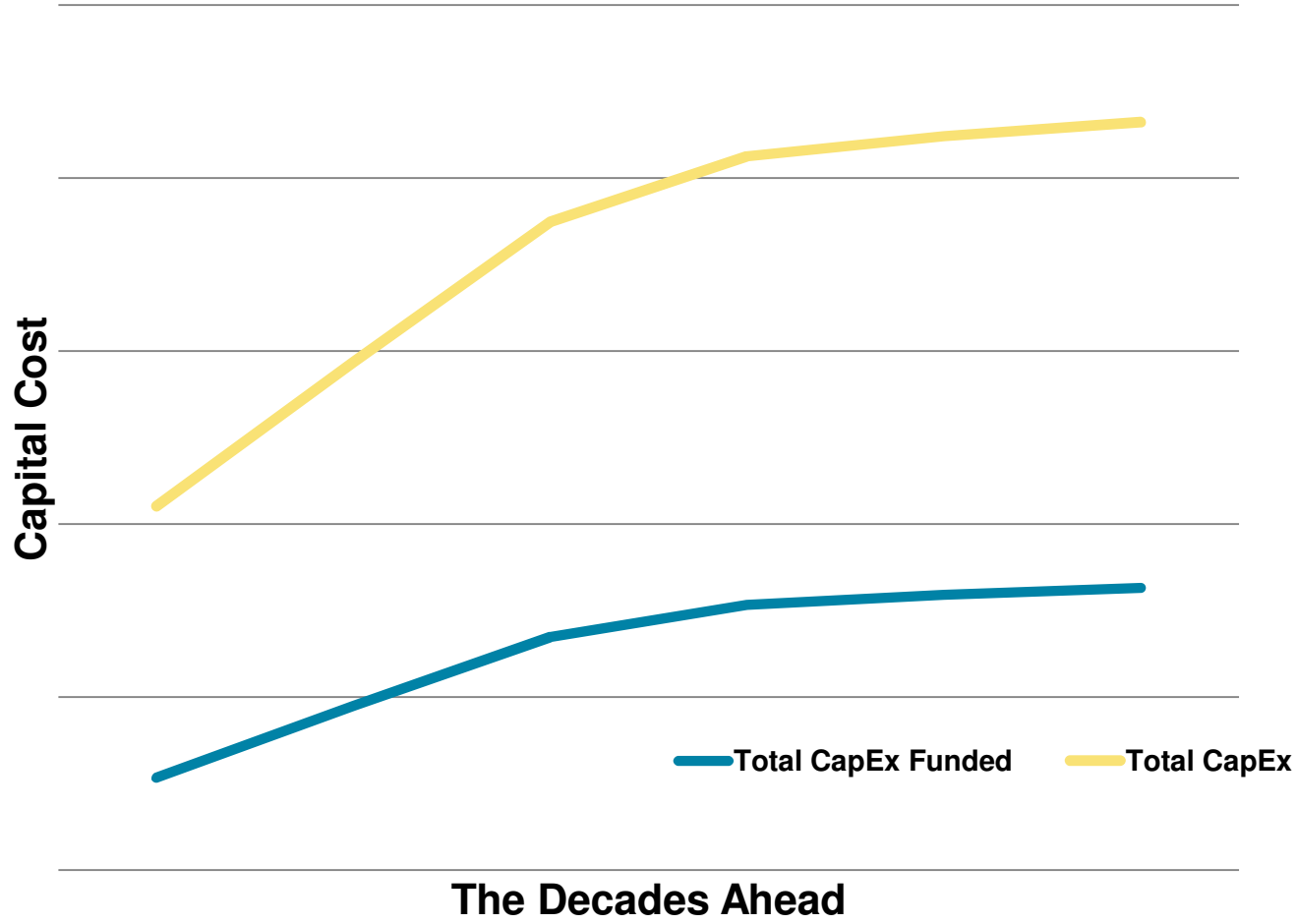
Why Would You Consider Private Finance?

Leverage Capital	• New sources of capital to better leverage your own – resulting in more needs met at optimal cost.
Save Money	• Delivery approaches provide faster & less expensive options than traditional means.
Transfer Risks	• Allows you to allocate risk through proven private sector risk management approaches.

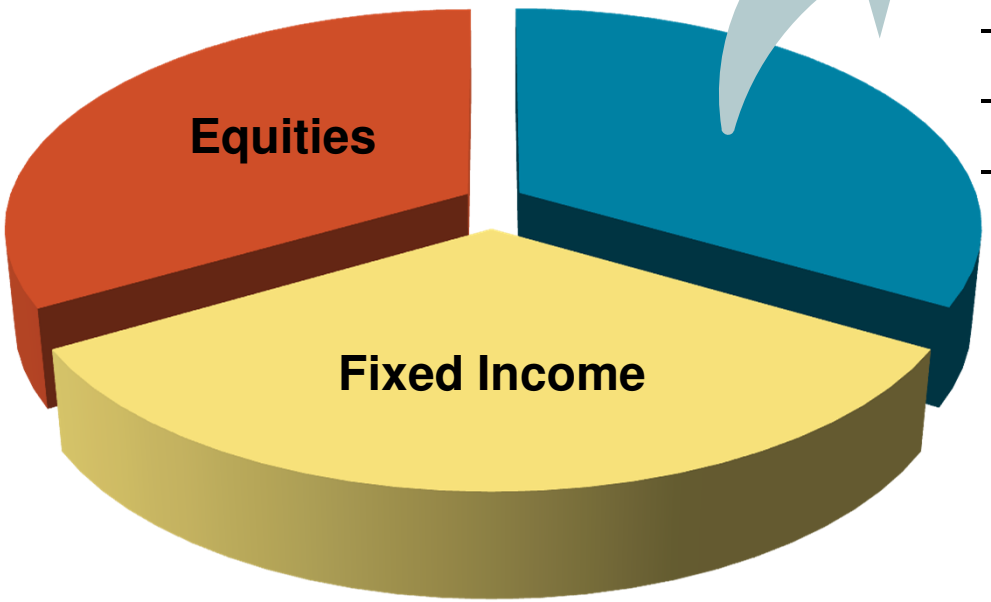
Background

3

Water Infrastructure Funding Gap



Private Capital Targeting Infrastructure Investments



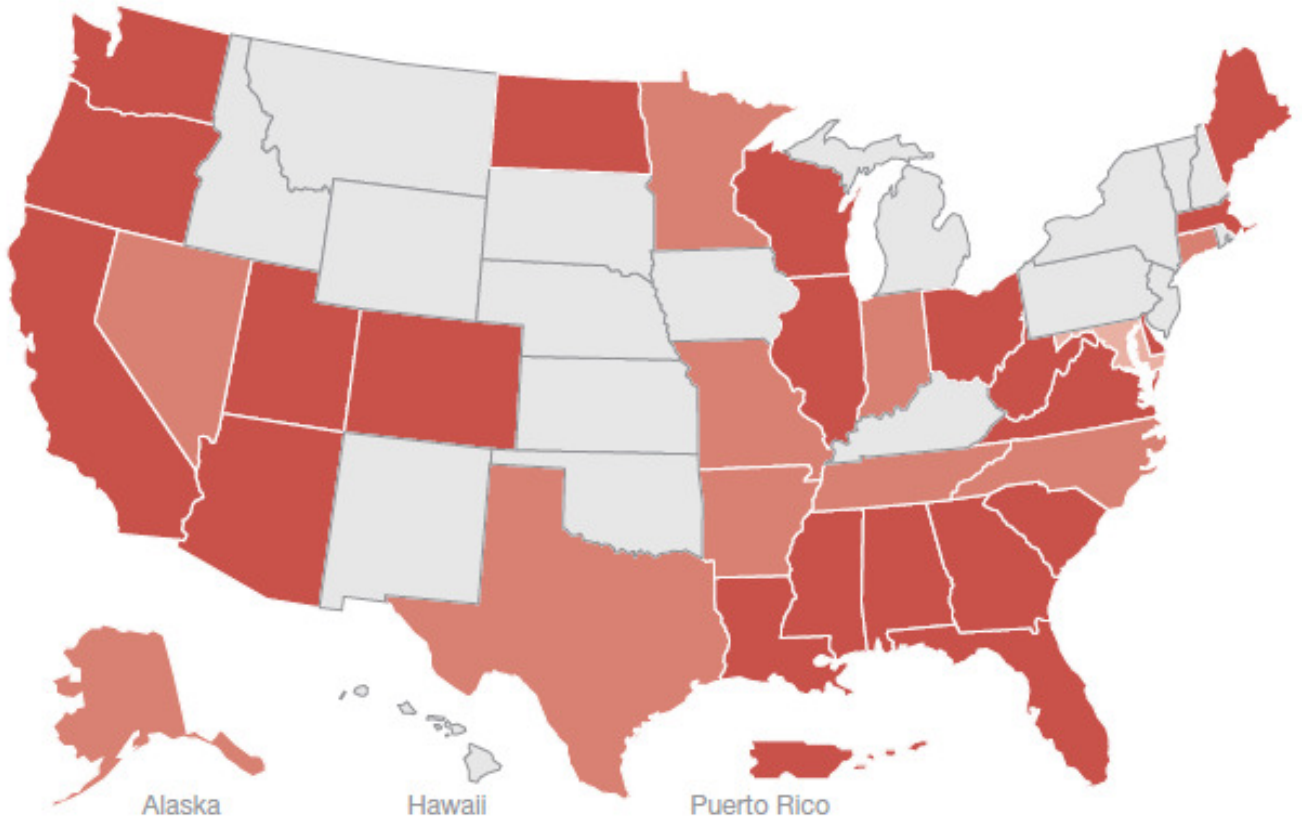
Alternative Assets:

- Private Equity
- Hedge Funds
- Real Assets
  - Real Estate
  - Infrastructure
  - Energy Systems
  - Commodities
  - Timber & Agricultural Tracts

Water & Wastewater Infrastructure

Institutional Investors

States with PPP Enabling Legislation



Parties to the Deal: Roles and Expectations

Project Sponsor

Role: Project Sponsor

Expected Return:
Capital, Efficiency, Quality, Consistency

Investor

Role:
Capital Provider

Expected Return:
8 -12% ROE, 5 - 8% WACC*

*Risk profile dependent

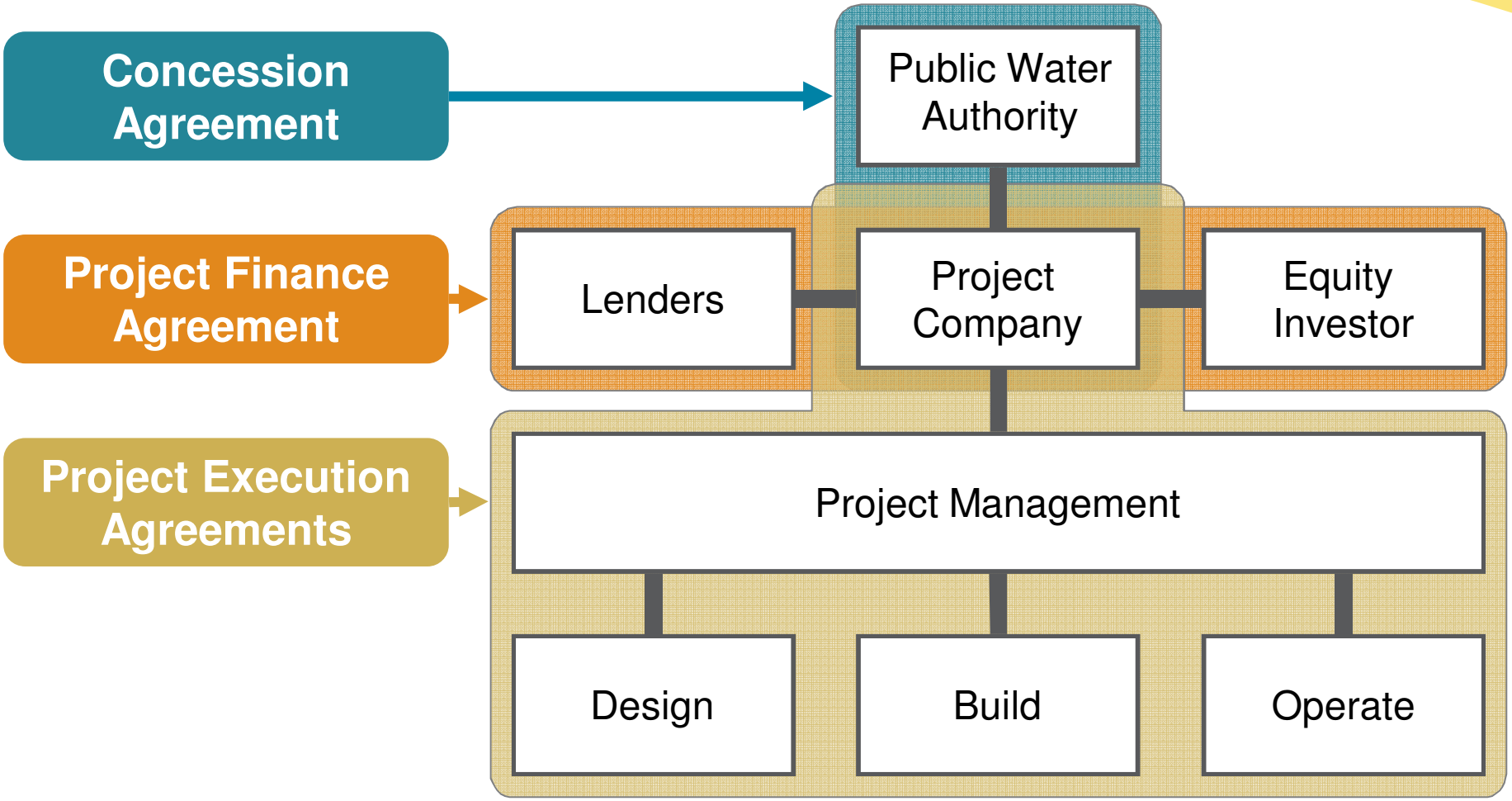
MWH

Role: Deal Origination, Project Development, Project Execution

Expected Return:
Fees, Carried Interest

7

Typical Project Development Structure



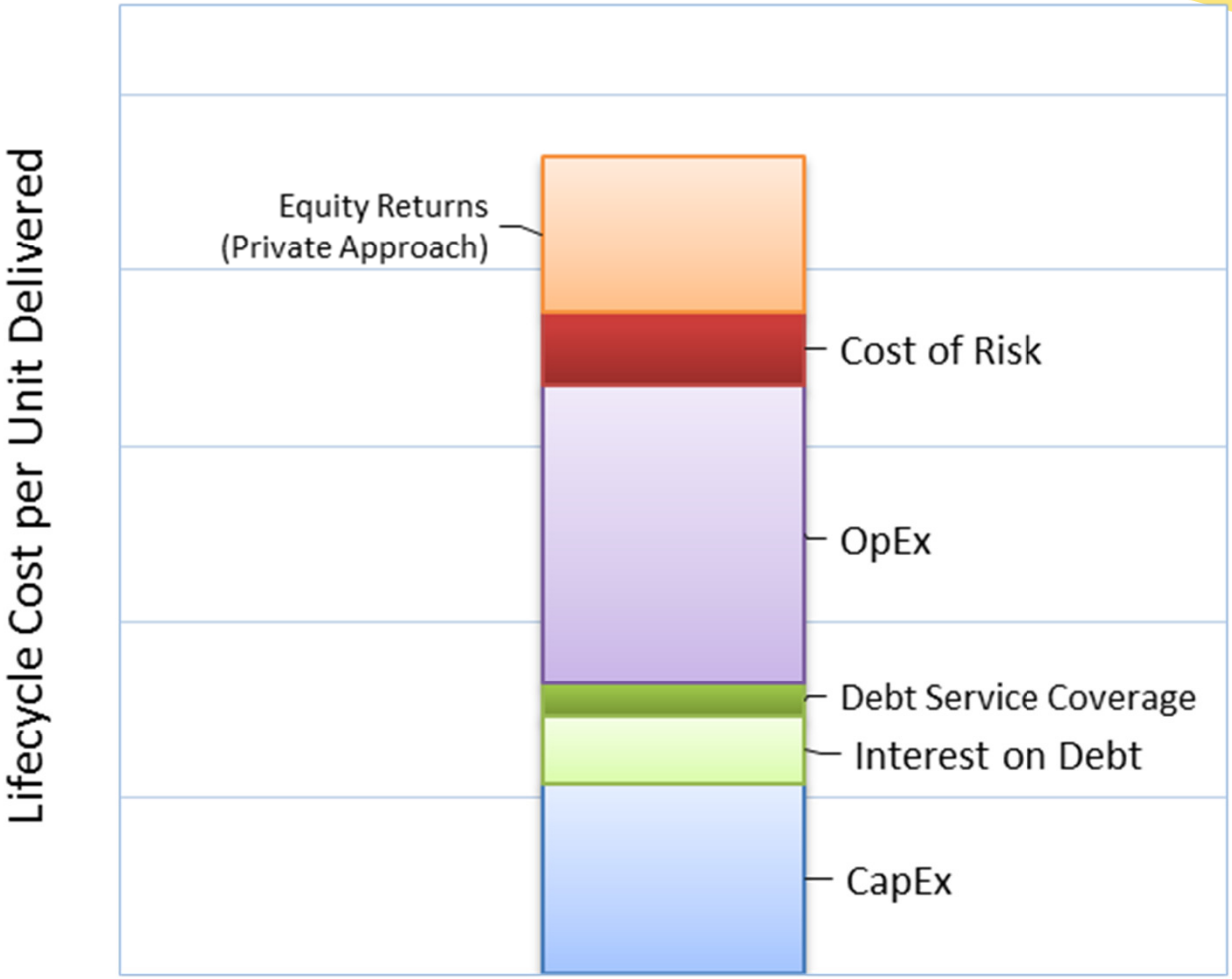
Palmdale Regional GRRP

Model Review

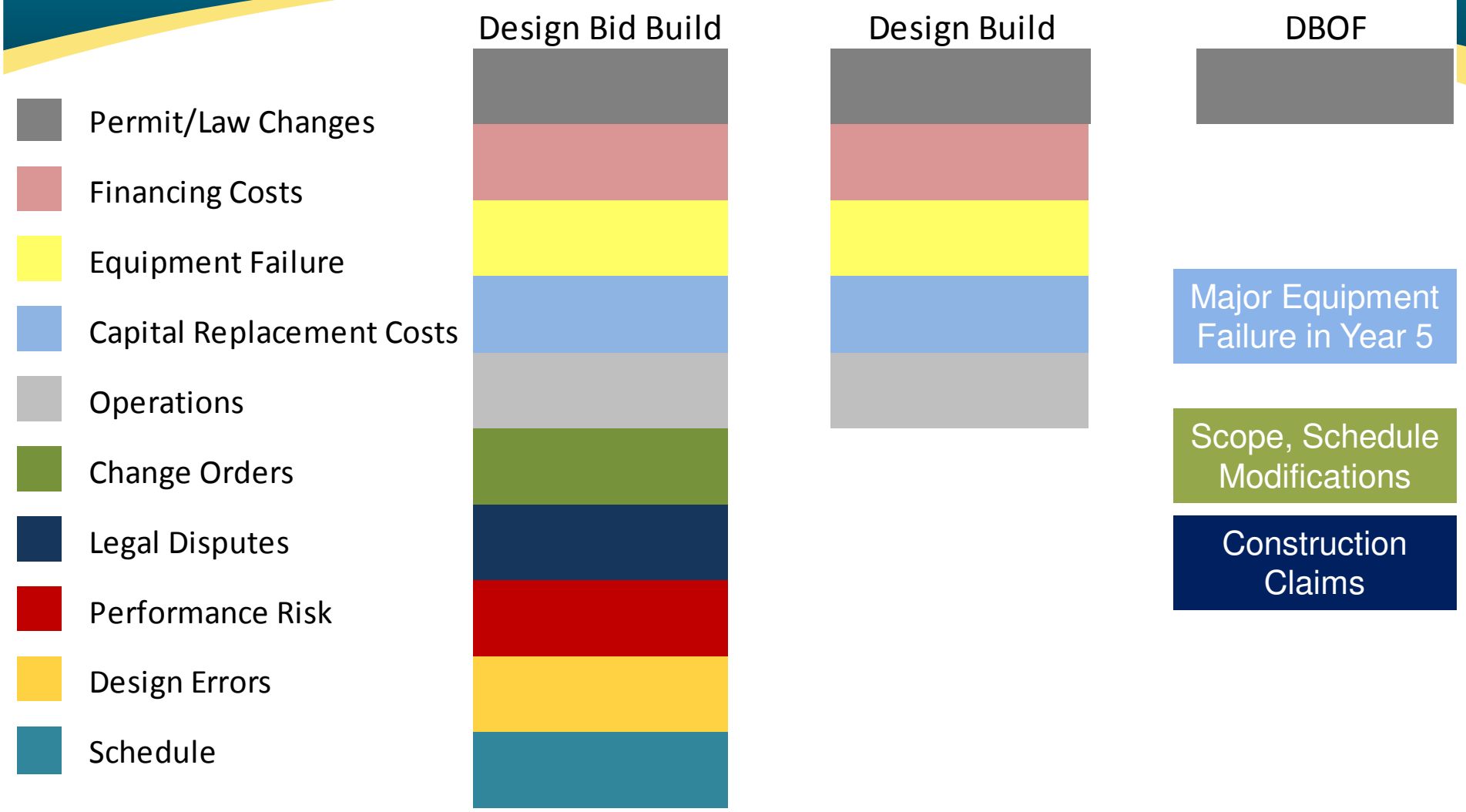
9

Cost of Service Over the Life of the Project

- CAPEX
- OPEX
- FINEX
- RISKEX



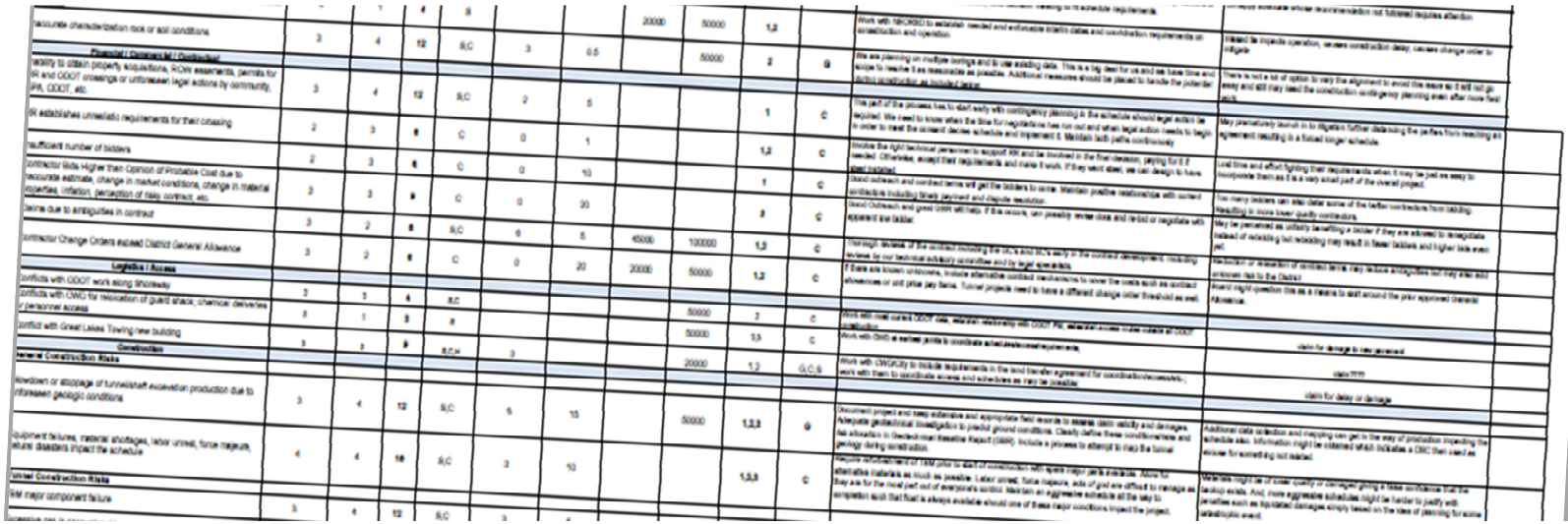
How Risks Stack Up for the Project Sponsor



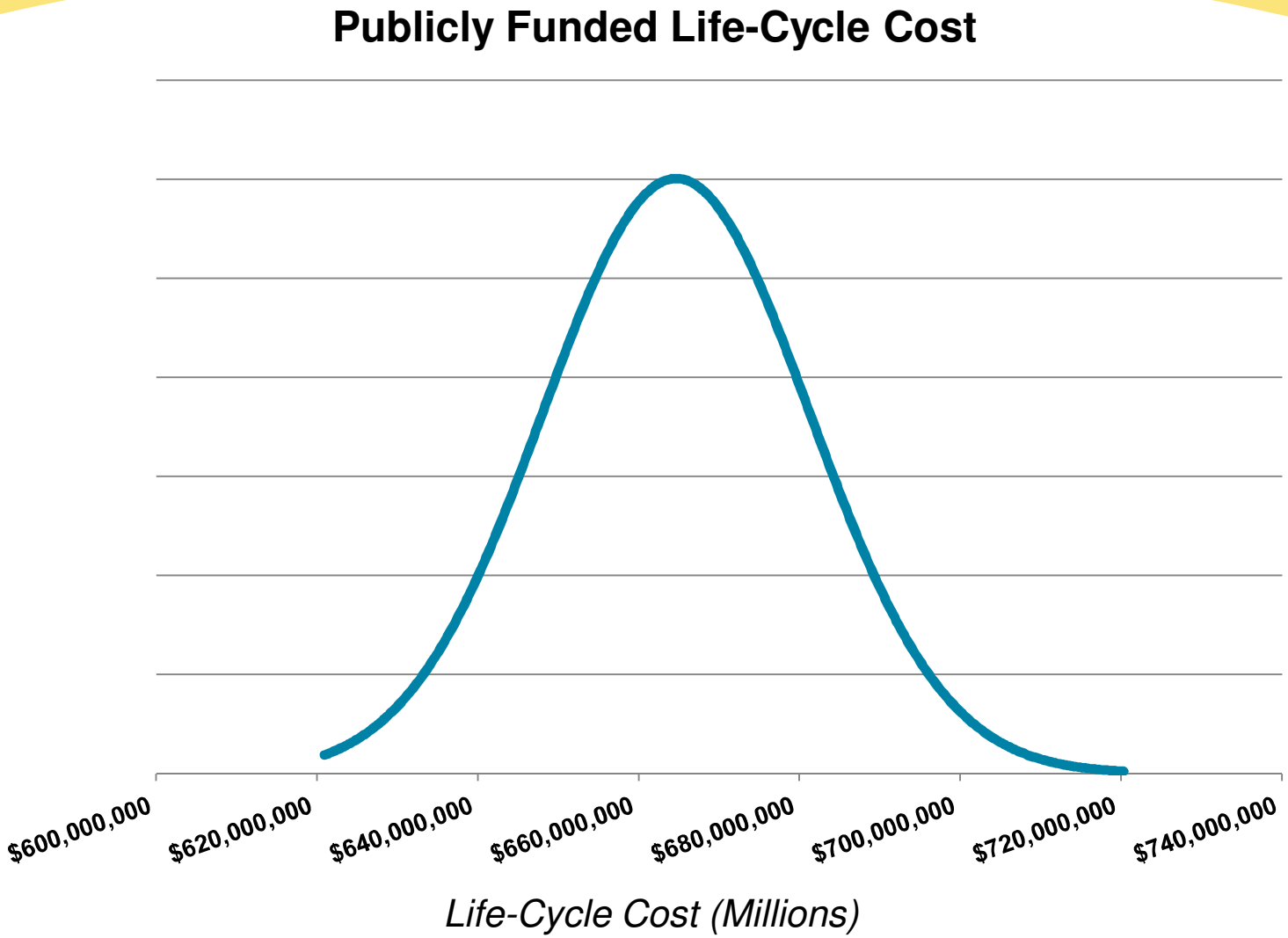
Quantify the Risk



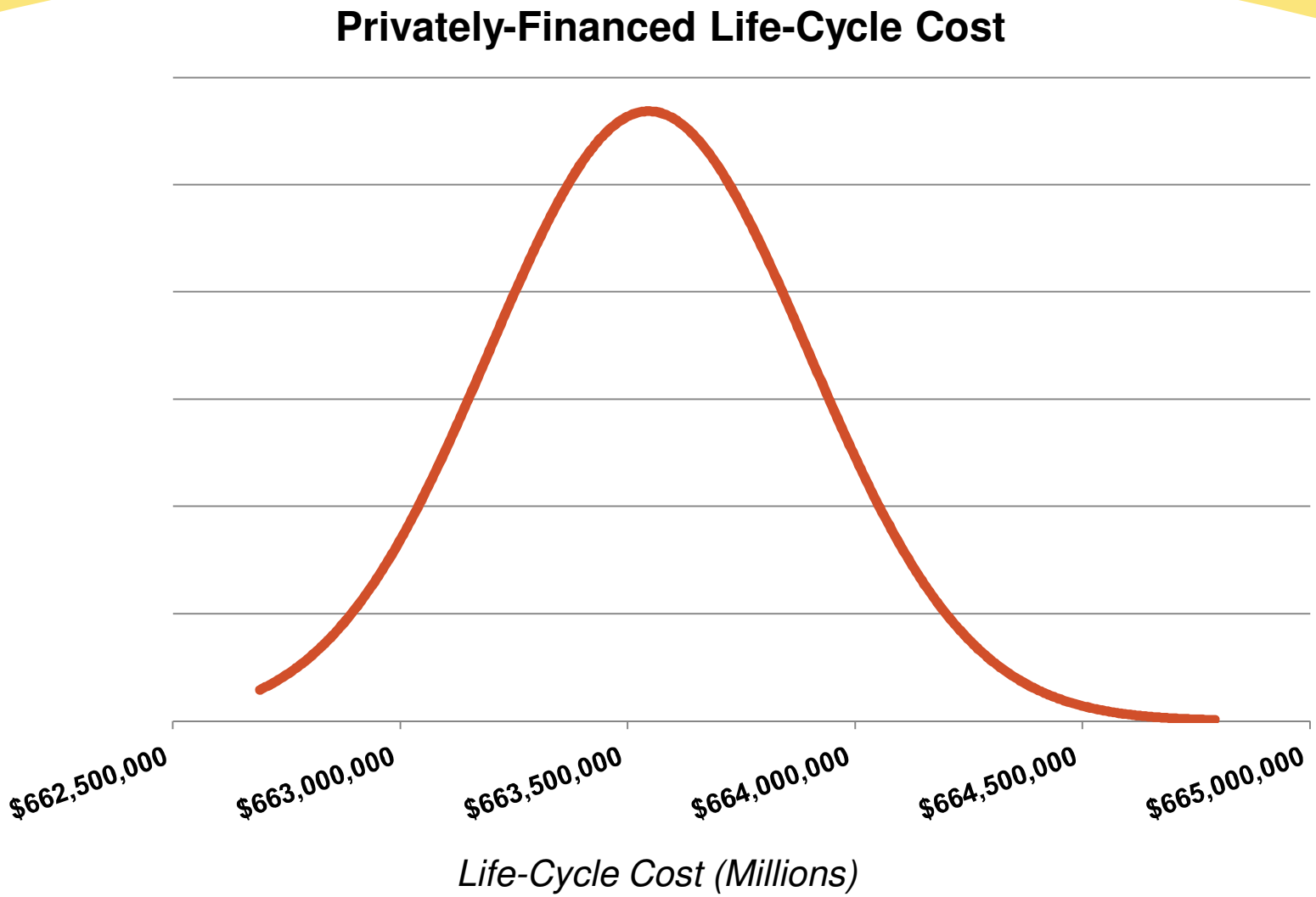
Transferrable Risks	Estimated Cost	Probability of Occurrence	Probability-Adjusted Cost of Risk
Design Delay	**$3,000,000**	**30%**	**$900,000**



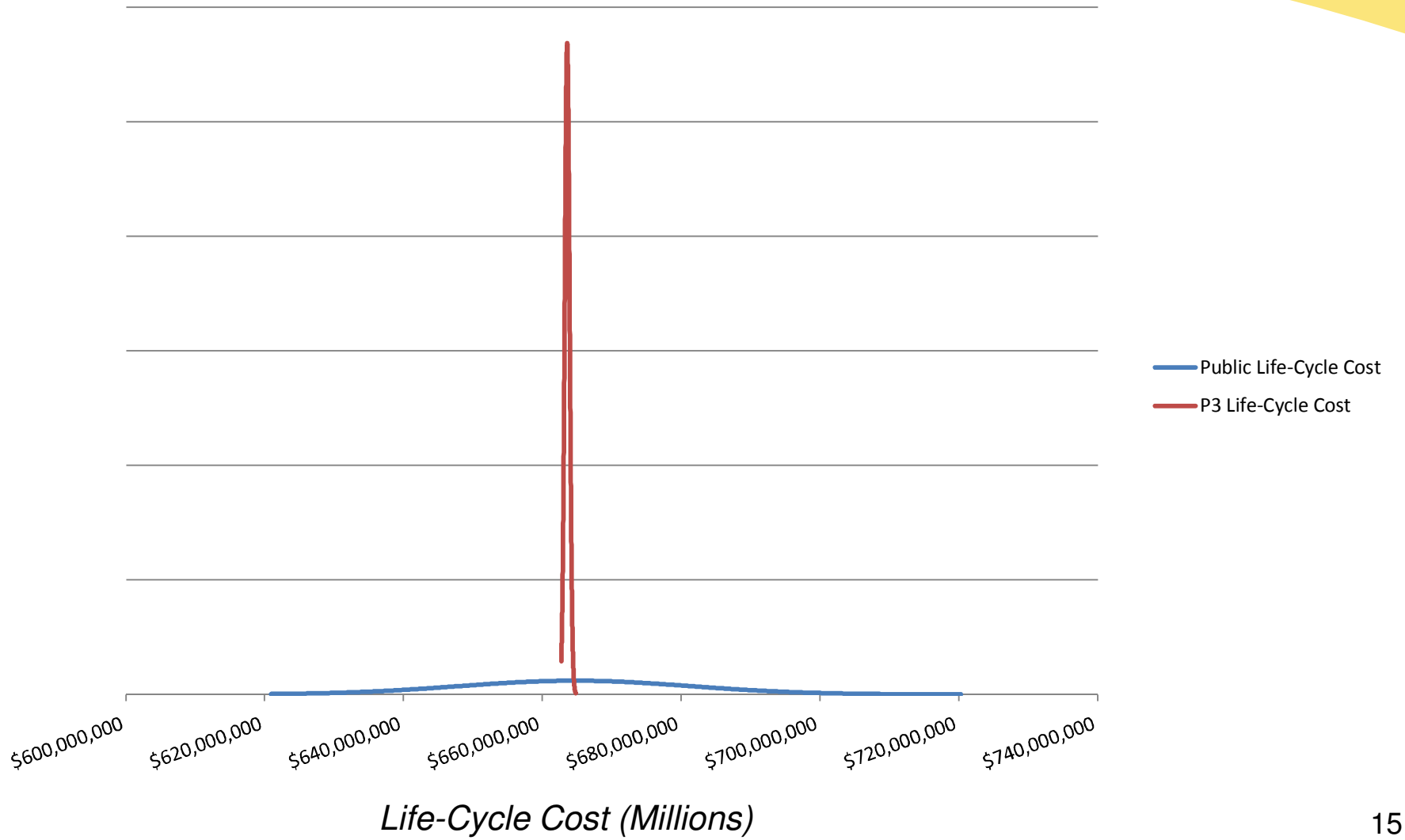
Probability Distribution of Life-Cycle Costs
Publicly Funded Project



Probability Distribution of Life-Cycle Costs
Public-Private Partnership



Probability Distributions of Life-Cycle Costs
Public Funding vs. Private Finance

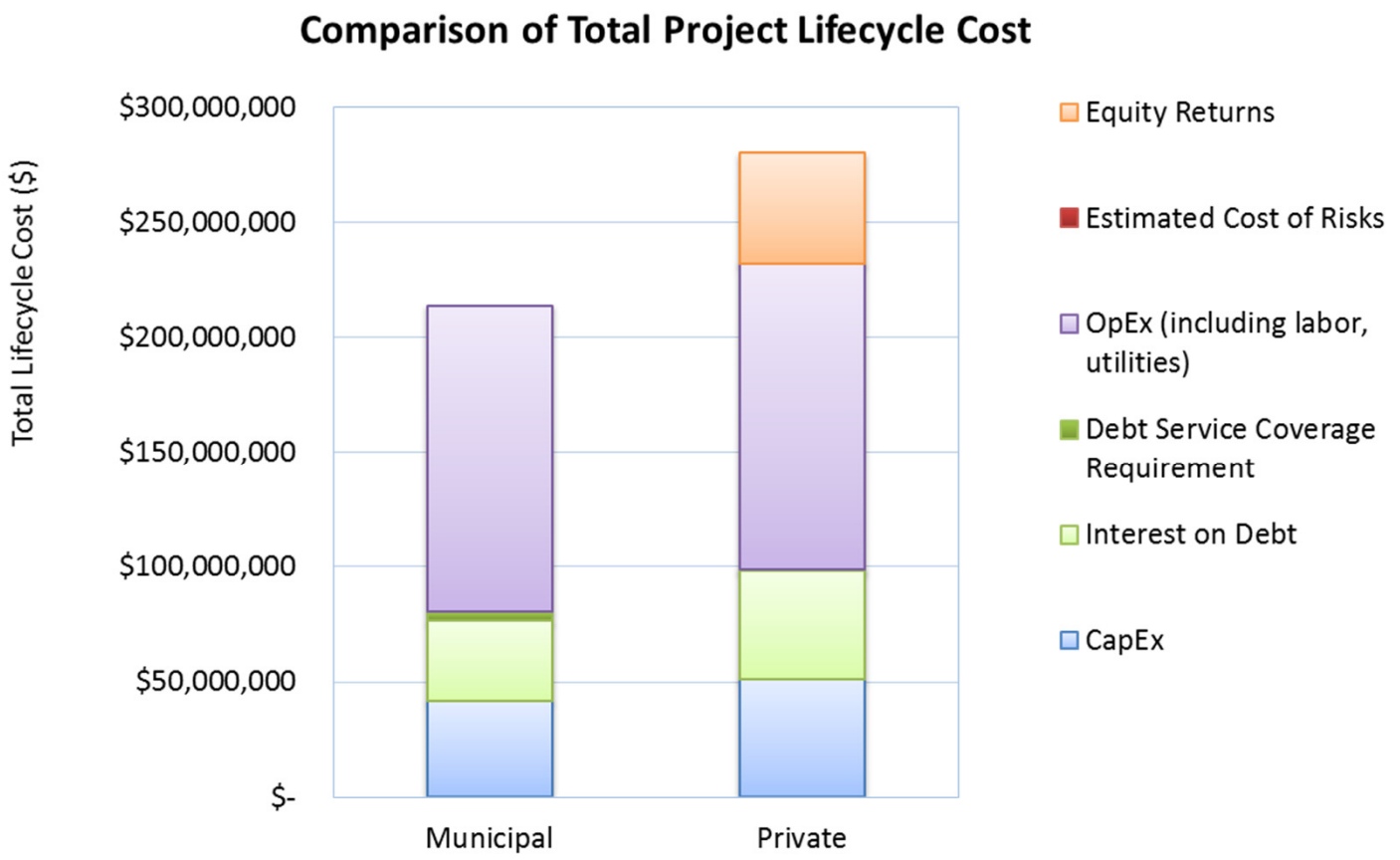


Assumptions in the Model for Palmdale

- Kennedy/Jenks report was the basis of the assumptions
- Phase 1 only
  - CapEx = $85,310,000
  - Design time = 1 year
  - Construction time = 2 years
  - 50 year asset life
- Discount rate = 5%
- Inflation = 3%
- Muni Debt @ 3.5%
- Commercial Debt @ 6.0%
- Equity Rate of Return goal: 12.0%

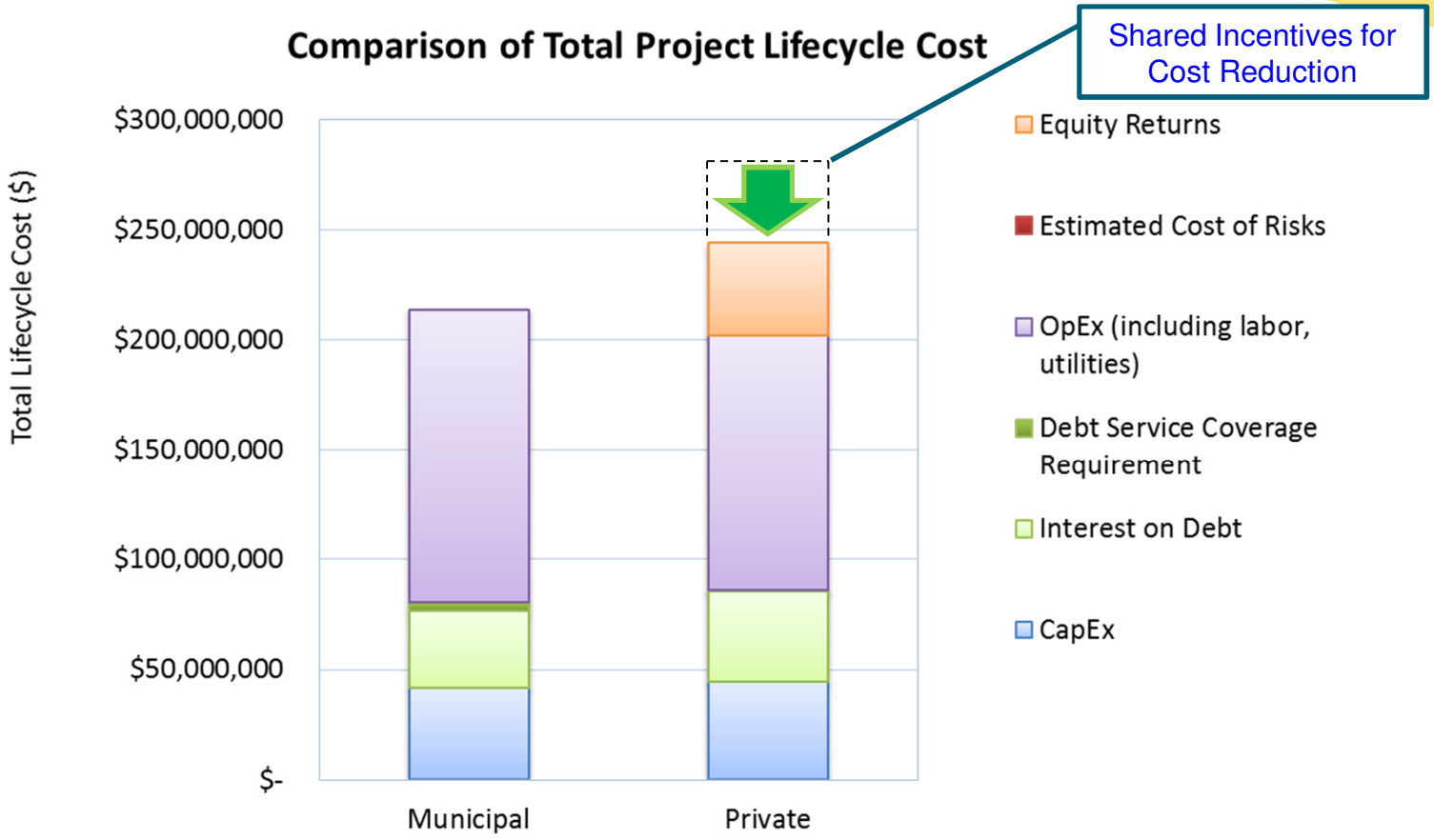
Palmdale Regional GRRP

Comparison Model



Palmdale Regional GRRP

Comparison Model – Shared Savings

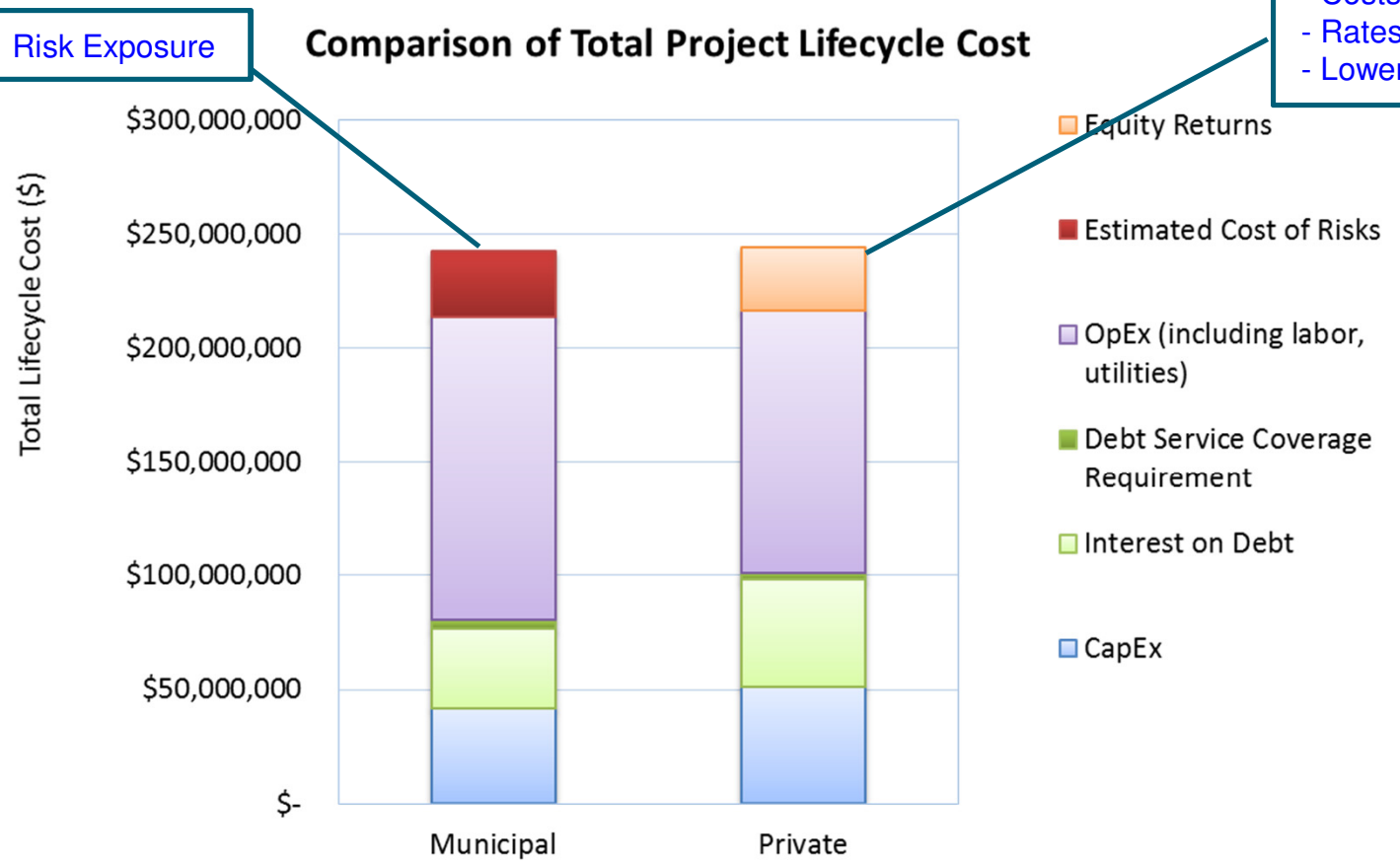


Palmdale Regional GRRP

Comparison Model – Risk Transfer

Risk Exposure

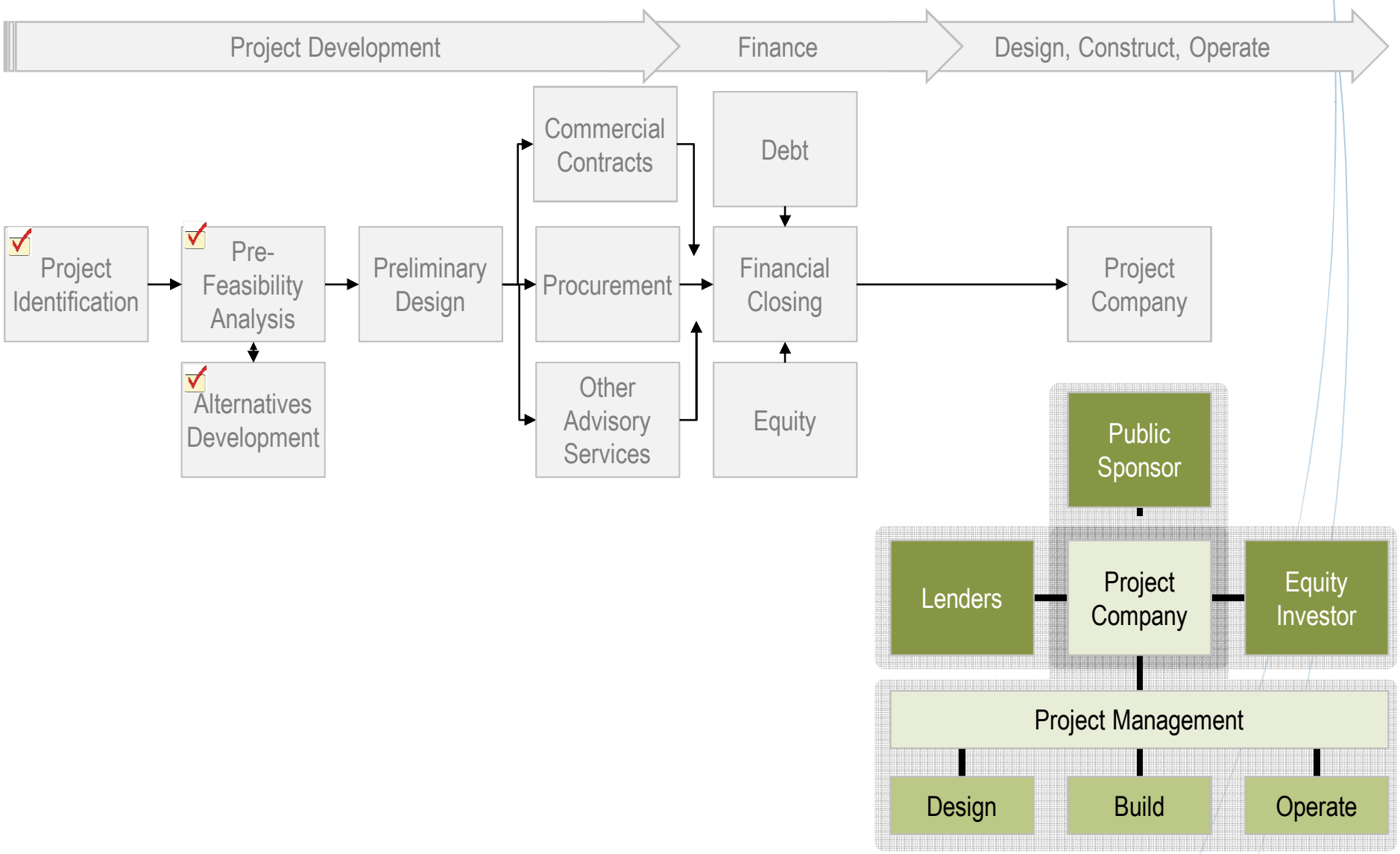
Risk Transfer
- Costs Increased
- Rates Preserved
- Lower Equity Return



Next Steps

20

Typical Project Development Cycle



6 August 2015

Thank You

Rick Adcock
Managing Director
MWH Infrastructure Development, Inc.
MWH Global, Inc.

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

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

DATE:	August 19, 2015	**August 26, 2015**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Jennifer Emery, Human Resources Director	
VIA:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.1 - CONSIDERATION AND POSSIBLE ACTION ON REVISIONS TO ORGANIZATIONAL STRUCTURE.***	

Recommendation:

Staff and the Personnel Committee recommend that the Board approve the attached Organization Chart as the next step in consolidating our maintenance and facilities functions under the Facilities Department. We are recommending reallocating some of our existing positions to the Facilities Department. The open Treatment Plant Supervisor position would move to the Construction Supervisor position, and we would designate two current staff members as leads who will operate as task coordinators for their specialty areas. Also, we are recommending reallocating a Service Worker I/II position into a Maintenance Worker I position which will create an entry level position allowing a more efficient use of our skilled staff.

Alternative Options:

The alternative is to maintain the current organizational structure.

Background:

Over a year ago, staff and Board Members embarked on a project to create greater efficiencies within the District. One of the areas identified for streamlining was to consolidate the maintenance of our infrastructure and facilities into one department. The success of the efforts so far has enabled the District to coordinate the resources of our maintenance specialties into one department which allows for quicker response times to emergencies along with greater flexibility in cross training staff.

Strategic Plan Initiative:

This work is part of Strategic Plan Initiative No. 2 – Increased Efficiency

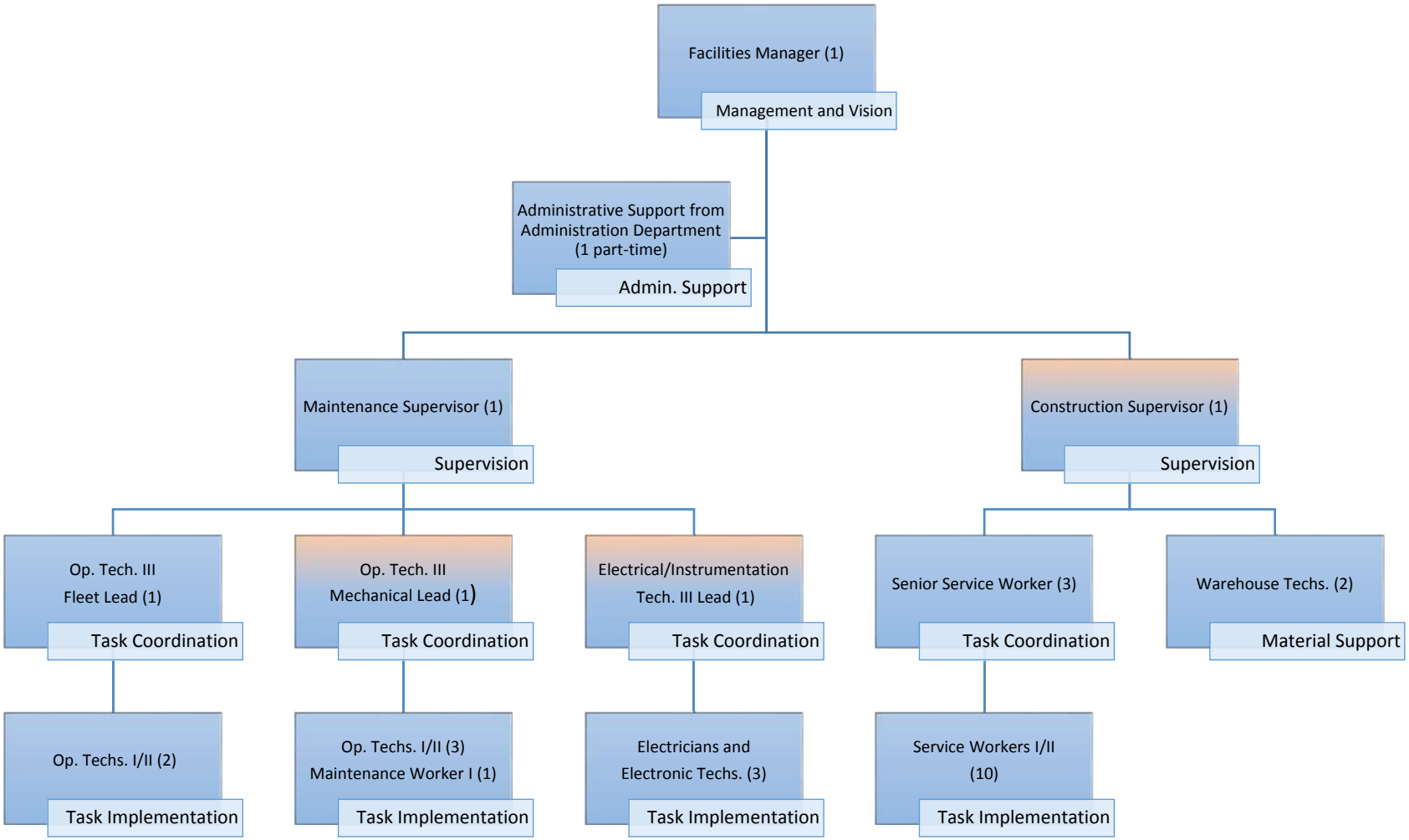
Budget:

There should be no effect to budget this year.

Supporting Documents:

- Organization Chart

Proposed Facilities Department



Vehicles
Heavy Equipment
Small Equipment
Mobile Generators
Fabrication

Wells
Boosters
Tanks
Generators/Engines
Buildings and Grounds
Control Valves

Electrical
SCADA
Instrumentation

Construction
Distribution System PM
Meter Replacement
Large Meter Testing

Inventory Control
Purchasing

Facilities Staffing Ratios

Employees:	27
Managers/Supervisors:	3 (Exempt)
Leads:	6
Employee/Supervisor:	9
Employee/Lead:	3.2

M. Knudson 8/12/15

LEGEND

* ASSUMES THE ROLE OF GENERAL MANAGER IN HIS/HER ABSENCE

TOTAL POSITIONS: 87

VACANT POSITIONS: 4

TOTAL INTERNS: 7

UNFUNDED: 1

DRAFT

DRAFT

VOTERS

BOARD OF DIRECTORS


ROBERT E. ALVARADO
DIVISION 1


JOE ESTES
DIVISION 2


GLORIA DIZMANG
DIVISION 3


KATHY MAC LAREN
DIVISION 4


VINCENT DINO
DIVISION 5

ATTORNEY

FINANCIAL ADVISOR

AUDITOR

GENERAL MANAGER / CEO

FINANCE MANAGER / CFO

ASSISTANT GENERAL MANAGER / COO *

HUMAN RESOURCES DIRECTOR

WATER & ENERGY RESOURCES DIRECTOR

PUBLIC INFORMATION OFFICER / CONSERVATION DIRECTOR

EXECUTIVE ASSISTANT

DEPUTY WATER & ENERGY RESOURCES DIRECTOR

WATER CONSERVATION AIDE

ADMINISTRATIVE ASSISTANT

WATER CONSERV. INTERN

INFORMATION TECHNOLOGY MANAGER

OPERATIONS MANAGER

ADMINISTRATIVE TECHNICIAN II

ENGINEERING / GRANT MANAGER

FACILITIES MANAGER

INFORMATION TECHNOLOGY TECHNICIAN II

INFORMATION TECHNOLOGY INTERN

ADMINISTRATIVE TECHNICIAN

PROJECT MANAGER

MAINTENANCE SUPERVISOR

CONSTRUCTION SUPERVISOR

CONSTRUCTION INSPECTOR I/II

CONSTRUCTION INSPECTOR I/II

CONSTRUCTION INSPECTOR I/II

CUSTOMER CARE SUPERVISOR

CUSTOMER FINANCE SUPERVISOR

ACCOUNTING SUPERVISOR

WATER QUALITY SUPERVISOR

OP. TECH III FLEET LEAD

OP. TECH III MECH. LEAD

ELECTRICAL / INSTRUMENTATION TECH III LEAD

SENIOR SERV. WORKER

SENIOR SERV. WORKER

SENIOR SERV. WORKER

WAREHOUSE TECHNICIAN

WAREHOUSE TECHNICIAN

SENIOR CUSTOMER CARE REP.

SENIOR FIELD CUSTOMER CARE REP.

CUST. ACCT. TECH.

CUST. ACCT. TECH.

CUST. ACCT. TECH.

ACCOUNTING TECHNICIAN

PLANT OPERATOR I/II

PLANT OPERATOR I/II

PLANT OPERATOR I/II

PLANT OPERATOR I/II

PLANT OPERATOR I/II

PLANT OPERATOR I/II

LAB ANALYST I/II

LAB ANALYST I/II

LAB INTERN

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

OPERATIONS TECH. I/II

ELECTRICIAN & ELECTRONIC TECHNICIAN I/II

ELECTRICIAN & ELECTRONIC TECHNICIAN I/II

ELECTRICIAN & ELECTRONIC TECHNICIAN I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER I/II

SERV. WORKER INTERN

CUST. CARE REP. I/II

CUST. CARE REP. I/II

CUST. CARE REP. I/II

CUST. CARE REP. I/II

CUST. CARE REP. I/II

CUST. CARE REP. I/II

CUST. CARE INTERN

FIELD CUSTOMER CARE REP. II

FIELD CUSTOMER CARE REP. II

FIELD CUSTOMER CARE REP. II

FIELD CUSTOMER CARE REP. I

FIELD CUSTOMER CARE REP. I

FIELD CUSTOMER CARE REP. I

FIELD CUSTOMER CARE REP. I

ENGINEERING DESIGN TECHNICIAN I/II

ENGINEERING TECHNICIAN I/II

G.I.S. COORDINATOR

CROSS CONNECTION CONTROL SPECIALIST

ENGINEERING INTERN

MAINTENANCE WORKER I

MAINTENANCE WORKER INTERN

PALMDALE WATER DISTRICT ORGANIZATIONAL STRUCTURE

AUGUST 12, 2015

M.W. 8/12/15

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE: August 19, 2015 **August 26, 2015**

TO: Board of Directors **Board Meeting**

FROM: Michael Williams, Finance Manager/CFO

VIA: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON REVISIONS TO THE PALMDALE WATER DISTRICT RATE ASSISTANCE PROGRAM***

Recommendation:

The Finance Committee and staff recommend approving the revisions to the Palmdale Water District Rate Assistance Program (PWDRAP) as they relate to rules, regulations, administration, and application process.

Alternative Options:

The alternative is leave program as is.

Impact of Taking No Action:

The impact of taking no action would result in not updating the income qualification table established by California Public Utilities Commission and restricting the benefit to customers with 5/8" or 3/4" meters. The remaining recommended changes have no impact on current program.

Background:

The District approved the PWDRAP in September, 2014. This has been the first year of operation and implementation. Within that year of operation, staff has developed a few recommendations for improvement to the administration of the program as well as needed changes based on application of program. Those recommended changes were presented to the Finance Committee on August 10, 2015 and were approved to present to the full Board. Attached are marked up samples of suggested changes, and this staff report will address in order of presentment.

Rules to Applicants

- Staff is recommending that the program also be offered to "veterans" and that the classification of "low income" be included in the rules.
- Staff recommends removing the restriction to 5/8" and 3/4" meters and replace with 1" or smaller meters.
- Staff recommends including the implementation within 60 days of approval.
- Staff recommends including the wording of "throughout the calendar year" regarding the application period.
- Staff recommends placing a cap on the fund of $350,000. Each budget year, anticipated cell revenue would go to fund plus any roll-over from previous year to make the cap each calendar year.

Application

- Staff recommends adding "proof of residency is required" for members of household.
- Staff recommends requiring some proof of income.
- Staff recommends modifications to the wording regarding veterans and order of approval priority.
- Staff recommends updating the income table based on PUC CARE program.

Affidavit

- Staff recommends inserting the words "tenant" and "agreement" where needed.

PWD Rules and Regulations

- Staff recommends amending Article 8.03 (B) 3, page 29, to remove the words "low income"

Strategic Plan Element:

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

Budget:

This item has no impact on current budget, but will enhance future budgets if cap is approved.

Supporting Documents:

- Markups of recommended changes.

RULES TO APPLICANTS FOR WATER RATE ASSISTANCE PROGRAM

APPLICANT

The Palmdale Water District Rate Assistance Program (PWDRAP) is available only to residential customers, age 62 or older, veterans, and low income who receive water through a 1" or smaller ~~5/8" or 3/4"~~ water meter.

An applicant for the District's Rate Assistance Program must be either the owner living in the premises or the tenant of the residence and responsible for the payment of water service provided by the District. Tenants must have on file with the District an affidavit, in the form attached hereto as "Exhibit A", signed by the property owner, assuming responsibility for payment of services for said property.

ELIGIBILITY FOR PROGRAM

Each applicant for the PWDRAP must establish eligibility for the program annually as stated below:

CARE Program: Applicant must qualify and be enrolled in Southern California Edison's or Southern California Gas' California Alternative Rates for Energy (CARE) program and must provide a utility bill showing proof of such enrollment.

Household Income: Applicant's total gross household income cannot exceed pre-determined income requirements established by the District, based upon the approved limits set by the California Public Utilities Commission for the CARE program. Applicant must provide verification of household income with application by any means deemed acceptable by the District.

Income Requirements. Maximum household income requirements are based upon number of persons living in residence in relation to maximum total "gross household income" from all sources.

Income Qualifications. Total gross household income is all revenues, from all household members, from whatever sources derived, including but not limited to:

- Wages
- Salaries and Other Employment Compensation
- Interest
- Dividends
- Spousal Support
- Public Assistance Payments
- Social Security and Other Pensions
- Rental Income

- Income from Self-employment
- All Employment-related Non-cash Income

Income Taxes: Applicant may not be claimed as a dependent on another person's federal or state income tax return.

Property Taxes: Applicant may be required to provide a copy of their annual property tax statement, or documentation reasonably requested by the District to evidence home ownership.

Additional Requirements: The following requirements also apply to each applicant:

- Must reapply each time they move.
- Must reapply annually.
- Must notify the District within 30 days if they become ineligible.

METHOD OF APPLICATION FOR PROGRAM

Application Procedure: Applicant must obtain from the District an application, attached hereto as "Exhibit B", for the PWDRAP. Applicant must complete the application and submit the required documentation to the District. If approved, applicant will receive the assistance on their bill, as calculated under Section "Rate Assistance", below, within 60 days of approval date.~~at a to-be-determined date.~~ If the application is not approved, applicant will receive a letter from the District explaining the reason for the disapproval.

Application Period: Applications are accepted on a first come, first served basis, throughout the calendar year, contingent upon the availability of funds. Participation in the PWDRAP is personal to the applicant and is not transferable with the property.

PROGRAM FUNDING

The Board of Directors will approve on an annual basis, as part of the District's budget process, the annual funding for the PWDRAP. **Funding for the PWDRAP is not derived from water rate revenue.** Approved funding, if any, will be a not-to-exceed amount of $350,000.00 in the fund, established for a twelve (12) month period that may differ from the District's fiscal year. The annual funding approved will be prorated amongst eligible participants in an amount not-to-exceed fifty percent (50%) of the current calendar year monthly service charge.

ASSISTANCE RATE

The District has established an assistance amount of up to fifty percent (50%) off of the monthly service charge for 1" or smaller ~~5/8" & ¾"~~ meters, for qualified households. This rate of assistance is subject to change on an annual basis as determined by the Board of Directors.

REDUCTION; TERMINATION

The District, in its sole discretion, reserves the rights to reduce amounts available under the PWDRAP, and any assistance available under that program, in its entirety, upon at least thirty (30) days written notice to participants in the program.

PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111 • Fax (661) 947-8604

Board of Directors
ROBERT E. ALVARADO Division 1 | JOE ESTES Division 2 | GLORIA DIZMANG Division 3 | KATHY MAC LAREN Division 4 | VINCENT DINO Division 5

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Palmdale Water District Rate Assistance Program (PWDRAP) Application
Calendar Year 20~~15~~16

Applicant's Name: _____ Tenant ☐ Yes ☐ No

Account Holders Name: _____ Social Security # (last 4): _____

Service Address: _____ Date of Birth: _____

Account Number: _____ Phone: _____

- Number of person(s) in your household: _____ (Proof of Residency Required)~~_____~~
- Total **Gross** Annual Household Income for all person(s) in your household: $_____
  (This is income before deductions)
- Can anyone else claim you as a dependent on his/her Income Tax Return? ☐ Yes ☐ No
- Which utility CARE program are you currently enrolled in? (Please attach a copy of your most recent bill)
  Southern California Edison ☐
  Southern California Gas ☐
- Attach a copy of a government issued picture I.D.
- Attach copy of prior year tax return, ~~or~~ social security statement, wage statement, or some proof of income.~~.~~
- **If you are a tenant, please attach copy of rental agreement and have property owner complete the affidavit of lessee responsibility which can be obtained at District office or on the web at www.palmdalewater.org**

Declaration and Self Certification Statement

I declare that the information I have provided in this application and supporting documents is true and correct. I agree to provide proof of income in a form requested by the District. I agree to inform the District if I no longer qualify to receive rate assistance. I know that if I receive any rate assistance without qualifying for it, I may be required to pay back the amount of assistance received.

Account Holder Signature: _____ **Date:** _____

For District Use Only:

Date Received and Initials: _____

Processed By: _____

Date Approved: _____

Date Denied: _____

Please return application and supporting documents to:

Palmdale Water District
2029 E. Avenue Q
Palmdale, CA 93550

About PWDRAP

The Palmdale Water District is pleased to offer a Rate Assistance Program to our customers, 62 years of age or older, Veterans and low income families who meet the eligibility requirements identified below. If your household qualifies for a discount on your energy bill under the electric or gas CARE program(s), you may also qualify for rate assistance of up to fifty percent (50%) on the monthly service charge on your water bill. ~~Low income senior applications take priority; however, if funds are available we will process low income family applications.~~

To apply for PWDRAP at your residence, please fill out this application and submit the required documentation to the District. If approved, the rate assistance will become effective within sixty (60) days after the date of approval and is good for that calendar year only. If your application is not approved, you will receive a letter from the District explaining the reason for that decision. Applicants may apply any time throughout the year; however, applications will be accepted and processed in the order they are received, contingent upon the availability of funds.

If you need assistance in completing the application, or would like more information about the program, call the District at 661-947-4111, option 2, and speak to a Customer Care~~Service~~ Representative, or visit our office at 2029 East Avenue Q, Palmdale, CA 93550, or on the web at www.palmdalewater.org

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INCOME REQUIREMENTS (Effective June 1, 2014 through May 31, 2015) Source: California PUC Alternative Rates for Energy (CARE)	
Number of person(s) living in residence	Maximum total "gross household income" from all sources
1-2	$31,8460
~~2~~	~~$31,460~~
3	$~~39~~40,180~~,580~~
4	$48,500~~7,700~~
5	$56,820~~5,820~~
6	$65,140~~3,940~~
7	$73,460~~2,060~~
8	$81,780~~0,180~~
Each Additional Person	$8,3~~1~~20

What Counts as Income?

Total gross household income is all revenues, from all household members, from whatever sources derived, including but not limited to: wages, salaries and other employment-related compensation, interest, dividends, spousal and child support payments, public assistance payments, Social Security and pensions, rental income, income for self-employment, and all employment-related non-cash income.

What are the Qualifications?

- Must complete and submit application. Applications will be accepted on a first come, first served basis contingent upon availability of funds. Low income senior applications take priority; however, if funds are available we will process veterans and low income family applications in that order.
- Must participate~~qualify for~~ in the Southern California Edison or Southern California Gas CARE program.
- Total gross household income cannot exceed the amounts shown on the "Income Requirements" table.
- Must be a District residential customer and receive water through a 1" or smaller meter.~~5/8" or 3/4" meter.~~
- Must provide verification of age and household income as required by the District.
- May not be claimed as a dependent on another person's federal or state income tax return.
- If the applicant is a tenant, copy of the rental agreement must be attached to this application along with affidavit.
- May be required to provide proof of ownership by means requested by the District.
- Must reapply annually and/or each time you move.
- Must notify the District within thirty (30) days if you become ineligible.
- Assistance is nontransferable with property or applicant.

PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111 • Fax (661) 947-8604

Board of Directors

ROBERT E. ALVARADO Division 1 | JOE ESTES Division 2 | GLORIA DIZMANG Division 3 | KATHY MAC LAREN Division 4 | VINCENT DINO Division 5

www.palmdalewater.org Facebook: Palmdale-Water-District Twitter: @PalmdaleH2O

AFFIDAVIT OF LESSEE/TENANT RESPONSIBILITY FOR WATER BILLS

I, _____, do hereby affirm and say:

1. That I am the Landlord/Owner of the property located at _____ _____ Palmdale, CA.
2. That this property is a single residence.
3. That the water account number is: _____.
4. That the following information, as provided, is true and correct to the best of my knowledge:

   Lessee/Tenant responsible for paying the water bill:

   Name: _____

   Telephone: _____
5. That on _____ a lease/agreement was executed for the above described premises with said lease, requiring said lessee/tenant to be responsible for all water bills incurred during the term of the lease.
6. That the expiration of said lease/agreement is _____.

I declare under penalty of perjury under the laws of the state of California that the foregoing is true and correct. Executed this ____ day of _____, 20 ___.

By Landlord/Owner:

Name: _____

Last four of social security number: _____

Mailing address: _____

Telephones: Cell: _____ Home/Office: _____

Signature: _____

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1. **Variances:** **(Approved 9-30-09)**

Variances to the water rate budget structure are available to qualifying consumers. Variance policies for the water rate budget structure and the variance application are attached hereto as Appendix C.1. If approved, the variance adjustment will apply to the current and the previous month's billing.

2. **Adjustments:** **(Approved 7-28-10)**

A courtesy adjustment is available to customers who exceed their allocation caused by extraordinary water consumption due to leaks. The application and program conditions are attached hereto as Appendix C.2.

3. **Rate Assistance Program:** **(Approved 8-13-14)**

A rate assistance program has been developed to assist ~~low income~~ ratepayers by offering an assistance amount up to fifty percent (50%) off of the monthly service charge to those who qualify. The program conditions and application are attached hereto as Appendix C.3

C. **Miscellaneous Charges:** **(Revised 3-11-09)** In order to recover the cost associated with afterhours service calls, late payments, disconnections, reconnections and other damages sustained by the District, the specified items listed below are charged to Consumers; the dollar amounts associated with each item are determined by the Board and are attached hereto as Appendix D.

1. **Non-Payment Shutoff Fee**

If a Consumer requests resumption or continuance of service after such service has been disconnected, then the non-payment which led to the disconnection shall be deemed to be evidence of non-credit worthiness and the Consumer shall be required to

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: August 19, 2015 **August 26, 2015**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Peter Thompson, Project Manager

VIA: Mr. James Riley, Engineering/Grant Manager
Mr. Matthew Knudson, Assistant General Manager
Mr. Dennis LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.4 - CONSIDERATION AND POSSIBLE ACTION ON CHANGE ORDER NO. 1 TO SPECIFICATION NO. 1207, BEING THE CONSTRUCTION OF THE WATER MAIN ABANDONMENT AND SERVICE RECONNECTION IN 10TH ST. E. FROM AVE. Q-4 TO PALMDALE BLVD. AND WATER MAIN REPLACEMENT IN 10TH ST.E. FROM AVE. Q-4 TO AVE. P.***

Recommendation:

Staff recommends ratification of Change Order No. 1.

Financial Impact:

Original Construction Contract Price:	$ 1,236,382.00
Proposed Change Order No. 1:	$ 69,527.77
Total Construction Contract Price:	$ 1,305,909.77

Note: this project funded by 2013A Series W.R.B.

Background:

Proposed Change Order No. 1 consists of additional work performed at extra cost and contract days as well as unperformed work due to scope reduction resulting in credit as follows:

- Transition mainline with fittings at three locations
- Transition fire hydrant runs with fittings at six locations
- Transition detector check run with fittings
- Transition compound meter run with fittings
- Transition well run with fittings
- Removal and abandonment of interfering portions of storm drain at four locations
- Repair of sewer lateral damaged during excavation
- Pothole sewer laterals at seven locations
- Relocation of fire hydrant to opposite side of street and additional pothole
- Installation of 2” air/vac assembly

- Installation of 392 sq. ft. of base paving
- Removal and replacement of 48 sq. ft. of concrete sidewalk
- Installation of 1381' of road striping
- Installation of 34' of 1" copper service line
- Installation of 2 valve extensions
- Reimbursement for subcontracted traffic control and labor costs incurred due to unforeseen Caltrans permit conditions
- 60 extra calendar days for above work and rain delays
- Credit for work not performed due to contract scope reduction

All work was necessary to accommodate proposed water main installation and was not included within the original contract scope.

Supporting Documents:

- Change Order No. 1

Strategic Plan Initiative:

Strategic Initiative No. 3 – Infrastructure.

CHANGE ORDER

No. 1

PROJECT Construction of water main abandonment and service reconnection in 10th St. East from Palmdale Blvd. to Ave. Q-4 and water main replacement in 10th St. East from Ave. Q-4 to Ave. P

DATE OF ISSUANCE August 18, 2015 EFFECTIVE DATE August 18, 2015

OWNER Palmdale Water District

OWNER's Contract No. Specification No. 1207

CONTRACTOR Cedro Construction, Inc. ENGINEER P.W.D.

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

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

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

Attachments: *Specification No. 1207 Change Orders spread sheet detailing extra work, proposed and accepted costs, and letter from Cedro Construction, Inc. detailing credit for work not performed*

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price $ 1,236,382.00	Original Contract Times Completion: 120 Days – January 2, 2015
Net Changes from previous Change Orders No. 0 to No. 0 $ 0.00	Net Changes from previous Change Orders No. 0 to No. 0 0 – Day Extension Days
Contract Price prior to this Change Order $ 1,236,382.00	Contract Times prior to this Change order Completion: 120 Days – January 2, 2015 Days
Net Increase (decrease of this Change Order) $ 69,527.77	Net Increase (decrease of this Change Order) 60 – Day Extension Days
Contract Price with all approved Change Orders $ 1,305,909.77	Contract Times with all approved Change Orders Completion 180 Days – March 3, 2015

RECOMMENDED:

By: _____
PWD, Project Manager

Date: 8/19/15

APPROVED:

By: _____
PWD, General Manager

Date: _____

ACCEPTED:

By: _____
Contractor (Authorized Signature)

Date: 8-19-2015

SPEC. NO, 1207 CHANGE ORDER REQUESTS

NO	DESCRIPTION	DATE	PROPOSED COST	DAYS	ACCEPTED COST	COMMENTS
1	TRANSITION FH RUN @ STA. 39+54 W/ELBOWS	10/14/14	$2,585.69	1	$2,585.69	NO CONTRACTOR DAILY RPT., BUT AGREES W/INSP. RPT.
2	REMOVAL AND ABANDONMENT OF INTERFERING PORTION OF STORM DRAIN @ STA. 68+78 (AVE. P-4 FH RUN)	10/21/14	$687.53		$204.64	NO CONTRACTOR DAILY RPT., BUT AGREES W/INSP. RPT.
3	820' OF 6" PIPE LAID OVER DEPTH IN AVE. P-4 AND P-5	10/7/14 - 10/21/14	$15,580.00	3	$0.00	NO CONTRACTOR DAILY RPTS. OR INSP. RECORD OF EXTRA WORK IN THIS AREA OR WITHIN THESE DATES
4	70' OF 12" PIPE LAID OVER DEPTH IN 10TH ST. E. FR. STA. 30+95 TO 31+65	02/04/15	$3,870.00	1	$0.00	NO CONTRACTOR DIALY RPT. ONLY RECORD OF AN EXTRA IN THIS AREA OCCURRED ON 2/4/15 RELATED TO 12" M/L TRANSITION W/ELBOWS. SEE C.O. NO. 47 (SAME WORK AS C.O. NO. 18)
5	TRANSITION FH RUN @ STA. 43+77 W/ELBOWS	10/24/14	$1,622.67	1	$1,622.67	
6	REMOVAL AND ABANDONMENT OF INTERFERING PORTION OF STORM DRAIN @ STA. 65+48 (AVE. P-5 FH RUN)	10/20/14	$204.64		$204.64	
7	TRANSITION M/L @ STA. 30+55 W/ELBOWS	10/23/14	$1,426.49	1	$1,329.54	CONTRACTOR DAILY RPT. UNSIGNED. DIFFERS FROM INSP. RPT.
8	TRANSITION FH RUN @ STA. 57+11 W/ELBOWS	10/30/14	$1,714.70	1	$1,697.45	
9	POTHOLE SEWER LATERALS @ STA. 26+06, 27+27, AND 27+58	11/04/14	$839.89	1	$828.39	
10	REPAIR SEWER LATERAL @ STA. 28+92	10/31/14	$2,067.61	1	$2,056.11	
11	REMOVAL AND ABANDONMENT OF INTERFERING PORTION OF ENCASED STORM DRAIN @ STA. 69+26 (AVE. P-5)	10/16/14	$1,026.86	1	$1,020.83	CONTRACTOR DAILY RPT. UNSIGNED. DIFFERS FROM INSP. RPT.
12	REMOVE VALVE, ROTATE FH TEE, AND REINSTALL VALVE @ STA. 60+75 TO SHIFT FH RUN TO OPP. SIDE OF STREET DUE TO INTERFERING UTILITIES	11/13/14	$1,153.08	1	$1,153.08	
13	LOWERED BORE PIT ELEV. @ RR XING	11/13/14	$6,678.00	1	$0.00	BORE PIT ELEV. WAS PER PLAN
14	POTHOLE SEWER LATERALS @ STA. 26+06, 27+27, AND 27+58	11/04/14	$835.91	1	$0.00	SAME CONTRACTOR DAILY RPT AS C.O. NO. 9
15	POTHOLE SEWER LATERALS @ STA. 21+49, 24+44, AND 25+24	11/05/14	$1,451.89	1	$1,451.89	
16	196' OF 12" PIPE LAID OVERDEPTH FROM STA. 28+85 TO 30+81	10/31/14	$16,345.85	3	$0.00	NO CONTRACTOR DIALY RPT. ONLY RECORD OF A RELATED EXTRA IN THIS AREA OCCURRED ON 10/23/15 RELATED TO 12" M/L TRANSITION W/ELBOWS. SEE C.O. NO. 7
17	TRANSITION 12" M/L @ STA. 76+75 W/ELBOWS	11/25/14	$1,226.26	1	$1,214.76	
18	LOWERING 12" PIPE IN 10TH ST. E. FROM 31+40 TO31+72	02/04/15	$1,530.90	1	$0.00	NO CONTRACTOR DIALY RPT. ONLY RECORD OF AN EXTRA IN THIS AREA OCCURRED ON 2/4/15 RELATED TO 12" M/L TRANSITION W/ELBOWS. SEE C.O. NO. 47 SAME WORK AS C.O. NO. 4)
19	ADDITIONAL BASE PAVING, 90 SO. FT. @ AVE Q-4 AND 10TH St. E.	01/21/15	$522.00		$522.00	
20	INSTALLATION OF AIR/VAC CAN, 63 SQ. FT OF BASE PAVEMENT, AND 12 SQ. FT. OF CONC.	04/08/15	$1,527.51	1	$1,527.51	
21	INSTALLATION OF ADDITIONAL AIR/VAC ASSEMBLY	02/12/15	$6,190.17	1	$6,190.17	
22	TRANSITION DETECTOR CHECK RUN @ STA. 39+34 W/ELBOWS	03/11/15	$3,587.90	1	$3,842.29	
23	PREP FOR COMP. MTR. RUN TRANSITION @STA.51+62	03/12/15	$1,032.25	1	$1,032.25	
24	PREP FOR DETECTOR CHECK RUN TRANSITION @ STA. 39+34	03/09/15	$1,248.16	1	$1,238.96	
25	TRANSITION COMP. MTR. RUN @ STA. 51+62 W/ELBOWS	03/13/15	$1,994.15	1	$1,964.82	

SPEC. NO, 1207 CHANGE ORDER REQUESTS

NO	DESCRIPTION	DATE	PROPOSED COST	DAYS	ACCEPTED COST	COMMENTS
26	PREP FOR WELL 6 RUN TRANSITION @ STA. 76+75	03/16/15	$923.85	1	$911.20	
27	TRANSITION WELL RUN @ STA. 76+75 DELAY DUE TO UNSUCCESSFUL SHUT DOWN	03/17/15	$1,106.48	1	$1,106.48	
28	TRANSITION WELL RUN @ STA. 76+75 W/ELBOWS	03/18/15	$3,360.56	1	$3,364.47	
29	TRANSITION AVE P-8 MAIN LINE WITH ELBOWS @ 10TH ST. STA. 57+68	03/30/15	$3,664.07	1	$3,168.61	
30	COMPLETE TRANSITION OF AVE P-8 MAIN LINE WITH ELBOWS @ 10TH ST. STA. 57+68	04/01/15	$2,313.17	1	$2,313.17	
31	ADDITIONAL BASE PAVING, 84 SQ. FT. @ STA. 60+75	04/03/15	$470.40	1	$470.40	.
32	ADDITIONAL BASE PAVING, 60 SQ. FT. @ 10TH ST. E. AND AVE. P	03/24/15	$336.00	1	$336.00	
33	ADDITIONAL VALVE EXTENSIONS DUE TO OVER DEPTH PIPE ALIGNMENT	6/2/15, 6/9/15	$1,073.29	1	$205.71	ALL BUT 2 VALVE EXTENSIONS WOULD HAVE BEEN REQUIRED IF MAIN WAS AT 42" MIN. DEPTH
35	ADDITION OF 17-DAYS OF SUBCONTRACED TRAFFIC CTL. DUE TO UNFORSEEN PERMIT CONDITION	4/27/15 - 5/29/15	$11,000.00	5	$9,860.00	PRICE OF $580.00 PER DAY WAS PREVIOUSLY AGREED
36	TRANSITION FH RUN @ STA 6+71 W/ELBOWS	06/01/15	$522.46	1	$440.38	CONTRACTOR DAILY RPT. UNSIGNED. DIFFERS FROM INSP. RPT.
37	ADDITIONAL STRIPING		$881.00	1	$881.00	
38	ADDITIONAL BASE PAVING, 158 SQ. FT.	05/07/15	$884.80	1	$884.80	
39	R & R 48 SQ. FT. OF ADDITIONAL SIDE WALK		$912.00	1	$912.00	
40	TRANSITION FH RUN @ STA. 51+38 W/ELBOWS	10/27/14	$1,408.98	1	$1,460.73	
41	TRANSITION FH RUN @ STA. 68+78 W/ELBOWS	11/06/14	$1,531.46	1	$0.00	NO TRANSITION OCCURRED AT THIS LOCATION
42	TRANSITION FH RUN AT 65+75 W/ELBOWS	10/24/14	$2,356.09	1	$0.00	NO TRANSITION OCCURRED AT THIS LOCATION. NO EXTRA OCCURRED ON THIS DATE
43	TRANSITION FH @ STA. 54+32 W/ELBOWS	10/28/14	$2,118.61	1	$1,699.06	CONTRACTOR DAILY RPT. UNSIGNED. DIFFERS FROM INSP. RPT.
44	RIDER PERMIT	12/17/14	$943.00		$0.00	RIDER PERMIT IS REQUIRED FOR ANYONE WORKING FOR THE DISTRICT IN CALTRANS ROW.COST OF RIDER PERMIT BASED SOLEY ON EST. OF INSP. TIME @ $50.00/HR
45	POTHOLE FOR FH RUN @ REVISED STA 60+75 ON W/SIDE 10TH. ST.E	10/29/14	$4,642.38	1	$4,642.38	
46	BROKE UNMARKED ABANDONED IRRIGATION PIPE WHILE EXCAVATING FOR SERVICE @ 16+87. PLUGGED W/CONC.	01/19/15	$97.03	1	$97.03	
47	TRANSITION 12" M/L @ STA.31+73 W/ELBOWS	02/04/15	$1,058.91	1	$1,058.91	
48	ADDITIONAL 1" COPPER - 34' @ 14.55/FT.		$568.91		$568.91	
49	TIME LOSS DUE TO UNFORSEEN TRAFFIC CTL. PERMIT CONDITIONS	4/27/15 - 5/29/15	$20,929.25		$20,929.25	
	RAIN DAYS			10		
		TOTAL	**$140,052.81**	**60**	**$86,998.18**	

ORIGINAL CONTRACT AMOUNT = $1,236,382.00
CREDIT DUE TO SCOPE REDUCTION = $17,470.41
COST OF ADDITIONAL WORK = $86,998.18

ADJUSTED CONTRACT AMOUNT = $1,305,909.77

$7.14 % CHANGE IN CONTRACT AMOUNT

CEDRO CONSTRUCTION, INC.

July 9, 2015

Palmdale Water District
2029 East Avenue Q
Palmdale, Ca 93550

Regarding: Water Main Abandonment and Service Reconnection in 10th Street East from Palmdale Blvd. To Avenue Q-4 and water Main Replacement in 10th Street East from Q-4 to Avenue P.

Subject: Credit for work not performed

Cedro Construction is providing you with a credit for work not performed.

1. Credit for not abandoning Valve at The intersection of 10th Street East and Palmdale Blvd. $2,000.00.

2. Credit for tie-in at Q-4 and 10th Street East.
   Cedro Construction performed the tie in and other work associated with the tie-in. We have given all material that was not used to Palmdale Water District. The Credit for not per forming the hot tap is $950.00

3. Credit for not installing at Ave P and 10th Street East.
   Cedro Construction gave all material to Palmdale Water District
   We are crediting 3 Labors for 4 hours and 1 Operator for 4 hours for a total of $2,040.85

4. Credit for not installing Fire Hydrant at Q- 4 and 10th Street East

Cost of Fire hydrant	$ 6,000.00
Cost of Material Given to the Palmdale Water	$-2,923.09
Profit on material	$ - 438.58
Total Credit	$ 2,638.33

5. Credit for not Capping P-4 and P-5. $ 9841.23

Total Credit Item 1 through 5 $ 17,470.41

Please see attached break down and attachments.

If you have any questions please contact me at 805-525-0599

Sincerely,
CEDRO CONSTRUCTION, INC.

Michael Verner
Project Manager

120 E. Santa Maria Street • Santa Paula, CA • 93060
PHONE: (805) 525-0599 • FAX: (805) 525-0509

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: August 19, 2015 **August 26, 2015**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION ON MOVING THE SECOND REGULAR BOARD MEETING IN SEPTEMBER FROM SEPTEMBER 23 TO SEPTEMBER 28 DUE TO LACK OF A QUORUM.***

Recommendation:

Staff recommends the Board reschedule the second Regular Board Meeting in September from September 23 to September 28 due to lack of a quorum.

Background:

The second Regular Board Meeting is scheduled for September 23, 2015. A quorum of the Board will not be present at this meeting as three Directors are scheduled to attend the California Special Districts Association Annual Conference in Monterey.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 2 – Increased Efficiency.

Budget:

Rescheduling the second Regular Board Meeting will not impact the Budget.

Supporting Documents:

None.

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

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

DATE:	August 19, 2015	**August 26, 2015**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.7 – REVIEW OF BOARD POLICY REGARDING DIRECTOR REIMBURSEMENTS***	

Attached for your information is a copy of Articles 4.07.3, 4.07.4, and 4.07.5 and Appendix V of the District's Rules and Regulations.

Supporting Documents:

- Article 4.07.3
- Article 4.07.4
- Article 4.07.5
- Appendix V

4.07.3 DIRECTOR COMPENSATION (Revised 12-11-09)

(a) The District has set Director compensation as provided herein, pursuant to Water Code, Section 20200, *et seq.* and Government Code, Section 53232, *et seq.* The Board of Directors shall be compensated for attendance at regular and special meetings of the Board, including committee meetings, and other functions as approved in advance by the Board of Directors, at a rate of $150.00 per day up to the maximum number of days per month and the maximum annual compensation allowable by law. In addition, Directors shall be entitled to compensation for a day of service in attendance at all meetings and occurrences listed and as indicated in Appendix V, as the Board of Directors has determined those meetings and occurrences constitute performance of official duties rendered as members of the Board. Each Director shall submit, on a form provided by PWD and signed by the Director, the number of days of attendance for which compensation shall be made. Email or FAX submittal of the form shall be acceptable with signature to follow. Compensation for purely social functions is not allowable.

(b) Requests for compensation and expense reimbursement relating to any meeting or event not listed in Appendix V shall not be approved, unless the Board determines that the meeting constitutes one of the following:

(i) A conference or organized educational activity conducted in compliance with Government Code Section 54952.2, including, but not limited to, required ethics training pursuant to Government Code Section 53234, *et seq.*

(ii) A meeting or event attended at the formal request of the Board, including an event to recognize, any employee of the District, or members of the public.

(iii) A meeting or event necessary to further communications with representatives of regional, state and national government on District functions.

(iv) A meeting or event of regional, state and national organizations whose activities affect the District's interests.

4.07.4 **DIRECTOR EXPENSES**

The District has set the reimbursement for Director expenses as provided herein, pursuant to Water Code, Section 20200, *et seq.* and Government Code, Section 53232, *et seq.* Directors shall be compensated for actual, reasonable and necessary expenses incurred for participating in activities approved in advance by the Board of Directors or as allowed as indicated in Appendix V attached hereto, and that further the goals and interests of the District.

Directors shall exercise prudence in all expenditures. Requests for reimbursement must be accompanied by receipts and documentation and shall be submitted on a form provided by the District and signed by the Director. Email or FAX submittal of the form shall be acceptable with signature to follow.

All requests for reimbursement shall be submitted monthly to the General Manager after the expenses were incurred or expenditures made. The General Manager shall ensure prompt payment of the reimbursable expenses and all questions regarding payment of reimbursable expenses to the staff shall be directed to the General Manager. The Finance Committee shall periodically review Director's expense reports and shall prepare such reports and documents as may be required under Government Code Section 53065.5 and Government Code 53232.3.

This policy is intended to result in no personal gain or loss to a Director and no reimbursement shall be allowed for transportation, lodging, meals or

incidental expenses of family members or guests of a Director traveling with the Director to an authorized event.

4.07.5 REPORTS TO GOVERNING BOARD

At the regular meeting of the Board following any meeting, conference, educational activity or other authorized event for which compensation for a day of services or reimbursement of expenses is requested, the Director attending the event shall give a brief report on the meeting or event. If more than one Director of the District attended the same meeting, a joint report may be made. Reports may be written or oral.

4.08: SPEAKING ENGAGEMENTS AND/OR PRESENTATIONS BY DIRECTORS

The District recognizes the importance of interaction with the community it serves and encourages opportunities for interaction that provides the most accurate information available. This often takes the form of speaking and giving presentations to community and other groups on behalf of the District. Community groups, whether formal or informal, are likely to focus on particular areas of the District's operations and policies. These include topics such as water rates and structure, water quality, state and local water conditions, water conservation and efficiency, and business and infrastructure planning.

The District therefore establishes these rules to ensure the community's needs are met and that the District is accurately represented. Members of the Board of Directors shall not make any presentation on behalf of the District, without the prior approval of the Board, as provided herein. Presentations made on behalf of the District, and therefore governed by these rules, include any speaking engagement or public presentation at any event to any group, entity, or association, related to any matter that relates to the business of the District, unless the Director makes the disclaimers required in these rules.

APPENDIX V

GUIDELINES FOR DIRECTOR COMPENSATED MEETINGS AND ACTIVITIES

AND

DIRECTOR MEETING REPORT FORM

Palmdale Water District Guidelines for Director Compensated Meetings and Activities				
Organization/Affiliation	Meeting, Event, or Function	Critieria	Director Fee	Expenses
Palmdale Water District	Business Functions: Board meetings, Committee meetings, Appointed Position meetings (i.e. AVSWCA, Plant 42 ERAB), and General Manager initiated meetings.	All meetings and functions sponsored or conducted by the District; all Board-approved chair, member, and alternate committee and liaison assignments as provided; legislative meetings and trips for District related business.	X	X
	Internal District Activities: Staff meetings, Employee Lunches, Employee Appreciation Events, and Christmas Lunch/Dinner, etc.		-	-
	Water Awareness Activities: Landscape Workshops, Blue Ribbon Water Week, Water Awareness Month Activity, etc.	Director compensation only if scheduled to work a booth or some aspect of the event.	X	X
Antelope Valley water purveyors	Public Board and committee meetings of AVEK, LCID, QHWD, RCSD, LACWW District 40, and mutual water companies.	All meetings in this category can be claimed for compensation during the first year of a new director's term. All meetings and functions sponsored or conducted by these organizations where business with PWD is directly referenced as an agenda item can be claimed for compensation by all directors.	X	X
Areas Served by the District	Meetings of the Palmdale City Council, Palmdale Planning Commission, Los Angeles County Regional Planning, and Los Angeles County Board of Supervisors.	All meetings in this category can be claimed for compensation during the first year of a new director's term. All meetings and functions sponsored or conducted by these organizations where business with PWD is directly referenced as an agenda item can be claimed for compensation by all directors.	X	X
Antelope Valley Integrated Regional Water Management Group	Monthly meetings scheduled through completion of Plan.	Meetings will be compensated for one director per month unless an Ad-Hoc Committee is formed for this issue. Both assigned directors would then be eligible for attendance compensation.	X	X
Association of California Water Agencies (ACWA)	ACWA Spring and Fall Conferences (including ACWA/JPIA meetings), Federal and State Legislative Conferences, Region 8 meetings, ACWA-appointed committee meetings, Public Water Agency Group meetings, and other ACWA-sponsored events.	All meetings, functions, and tours, sponsored or conducted by this organization and confirmed in advance by PWD Board action.	X	X
California Special Districts' Association (CSDA)	Annual Conference, educational functions, legislative meetings, CSDA-appointed committee meetings, and other CSDA-sponsored events.	All meetings, functions, and tours, sponsored or conducted by this organization and confirmed in advance by PWD Board action.	X	X
Water Education Foundation	Annual briefings and water-related tours.	All meetings, functions, and tours, sponsored or conducted by this organization and confirmed in advance by PWD Board action.	X	X
Director Training Programs	CSDA Governance Academy and Special District Institute Certificate of Completion.	All new directors are encouraged to complete one or both of these programs in their first two years on the Board in addition to any legally required training.	X	X
Palmdale Chamber of Commerce	Annual dinner, monthly business meetings, business mixers, monthly luncheons, Christmas Parade, and other special events.	Attendance not compensable unless speaking on behalf of the District.	-	X
Other Antelope Valley Non-Governmental Organizations	Meetings of the A.V. Board of Trade, A.V. Building Industry Association, Palmdale Sheriff Boosters, Chambers of Commerce, etc.	Attendance not compensable unless speaking on behalf of the District.	-	X
Other Antelope Valley Governmental Organizations	Meeting of the Sanitation Districts of Los Angeles County Districts 14 and 20, Lahontan Regional Water Quality Control Board (Southern California), Lancaster City Council, town councils, etc.	Attendance not compensable unless speaking on behalf of the District.	-	X
Other Community Events	Antelope Valley Fair, Home & Garden Show, Palmdale Fall Festival, Palmdale Thursday Nights at the Square, Summer Concerts, Poppy Festival, etc.	Attendance not compensable unless speaking on behalf of the District, scheduled to work a booth on behalf of the District, or otherwise act as a formal representative of the District.	-	-

Approved by Palmdale Water District Board of Directors on July 11, 2007

DIRECTOR MEETING REPORT FORM

NAME:_____ **DATE:**_____

NAME OF ORGANIZATION/MEETING:

LOCATION/DATE OF MEETING:

GENERAL SUBJECT MATTER OF MEETING:

KEY POINT(S) RELATING TO PWD OPERATIONS AND/OR POLICIES:

LIST OF NEW CONTACT(S) AND HOW THEY CAN BENEFIT PWD:

30TH ANNUAL WATEREUSE SYMPOSIUM
Seattle, Washington
September 13 – 16, 2015

NAME:_____

_____

ADVANCE REGISTRATION DEADLINE**:** AUGUST 28, 2015

MEALS: ___YES ___NO SPOUSE: ___YES ___NO SPOUSES' TOUR: ___YES ___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:_____
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:_____



EVENT MATRIX AND REGISTRATION FORM

Water Environment Federation
the water quality people

WATEREUSE

American Water Works Association

SUNDAY, SEPTEMBER 13 | 2015 — SYMPOSIUM

8:30 a.m. - 12:15 p.m.	IUVA Workshop - Water Scarcity Solutions – Latest Advances in UV and Advanced Oxidation *(additional fees apply)*			
9:00 a.m. - 3:30 p.m.	Technical Tour - LOTT Clean Water Alliance – Turning Reclaimed Water Visions into Realities *(additional fees apply; includes lunch; limited to 50 people)*			
1:00 p.m. - 6:00 p.m.	Registration open			
	Water Reuse Boot Camp - The Who, What, Where and Why of Recycling Water	**Advanced Treatment Topics**	**Onsite Reuse**	**Water Reuse in the Food & Beverage Industry**
1:30 p.m. - 2:00 p.m.	Introduction: - What is water reuse - Water's history and role - Speaking the same language and why it is important Types of reuse with specific examples: - Regulatory/Treatment requirements - Levels of treatment and allowable uses Fit for Purpose Treatment Technologies: - Technology videos and descriptions - Local PNW Examples Evaluating the Benefits and Obstacles: A TBL Approach - Economics - Environmental - Social Roundtable discussion and Q&A	Microbial Seeding Studies for Demonstration of Log Removal in DPR: A Review of Methodology and Field Application Joseph Jacangelo *MWH and The Johns Hopkins University*	Allowing Reuse at all Scales - Expanding the Implementation of Onsite Reuse Paula Kehoe *San Francisco Public Utilities Commission*	Water Reuse in the Food Industry: A Treatment Study on Leafy-green Wash Water ShihChi Weng *MWH and The Johns Hopkins*
2:00 p.m. - 2:30 p.m.		Impact of TOC and Filter Technology on Ozone Disinfection Performance for Recycled Water Applications Nicole Fontaine *Carollo Engineers*	San Francisco International Airport - Pursuing Innovative Reuse through Advanced Treatment Technologies Dawn Taffler *Kennedy/Jenks Consultants*	Full Scale Anaerobic MBR in the Food Industry Ronald van 't Oever *Pentair X-Flow*
2:30 p.m. - 3:00 p.m.		T-MBR Performance and Fouling Characteristics for Treating Tertiary Effluent Ufuk Erdal *CH2M HILL*	Recycled Water for the Sohar Industrial Port Area: Meeting New Regulations While Producing Recycled Water at a Competitive Price Hersh Kshetry *UEM, Inc.*	Flocculation-Flotation Enables Anaerobic-Aerobic Bioreactors Treatment and Reuse of High Load Tortilla Manufacturing Wastewater Miroslav Colic *Clean Water Technology, Inc.*
3:00 p.m. - 3:30 p.m.	Networking break			
3:00 p.m. - 3:30 p.m.	Poster Sessions			

SUNDAY, SEPTEMBER 13 | 2015

SYMPOSIUM

	Water Reuse Boot Camp - The Who, What, Where and Why of Recycling Water	Advances in Membrane Technology	Pushing the Boundaries of Reuse	Polices and Influences on Industrial Reuse
3:30 p.m. - 4:00 p.m.	Public Perception - The Stats - Tools to engage - Success stories Regulatory Context - EPA Guidance - State and Local Implementation - Funding Options - Supporting Materials Final Q&A	Selective Monovalent Ion Exchange Membranes for Enhanced Water Reuse and Zero Liquid Discharge Pei Xu *New Mexico State University*	IP IPA: Telling the Story of Water One Pint at a Time Mark Jockers *Clean Water Services*	Making the Value of Water Case for Reuse Edwin Pinero *Veolia North America*
4:00 p.m. - 4:30 p.m.		Pilot Test of Nanofiltration Membranes for a Novel Approach to Water Reclamation Robert McCandless *Brown and Caldwell*	A Tale of Two Agencies and Their Quest to Recycle Orange County's Resource Sandy Scott-Roberts *Orange County Water District*	Rapid Response to Industrial Reuse Opportunities at Woodland, CA Robert Beggs *Brown and Caldwell*
4:30 p.m. - 5:00 p.m.		Frequent Forward Osmosis Backwash in Water Reuse - Efficiently Cleans Membranes while Reducing the Use of Harsh Chemicals Boris Liberman *IDE Technologies*	The Benefits of Ecological Treatment Technologies for Decentralized Urban Reuse Eric Lohan, *Sustainable Water*	Creation of Public Private Partnerships to Maximize Reclaimed Water Utilization and Benefits Karen Lowe *CDM Smith*
5:30 p.m. - 7:00 p.m.	Exhibit Hall Open			
5:30 p.m. - 7:00 p.m.	Welcome Reception			



MONDAY, SEPTEMBER 14 | 2015

SYMPOSIUM

7:30 a.m. - 4:00 p.m.	Registration Open		
7:30 a.m. - 4:00 p.m.	Exhibit Hall Open		
7:30 a.m. - 8:30 a.m.	Continental Breakfast		
8:30 a.m. - 10:00 a.m	**OPENING SESSION** Keynote Address Brian Arbogast, *Director – Water, Sanitation & Hygiene Team, Global Development Program at the Gates Foundation* Panel Discussion George Tchobanoglous, *University of California, Davis* David Sedlak, *University of California, Berkeley* Craig Riley, *Washington State Department of Health*		
10:00 a.m. - 10:30 a.m.	Networking Break		
10:00 a.m. - 10:30 a.m.	Poster Sessions		
	Big Picture Session - Policy - Next Generation	**Reuse in the Pacific Northwest - Part 1**	**Reuse in the Oil & Gas Industry - Part 1**
10:30 a.m. - 11:00 a.m.	Part I - This panel discussion will include a time for rebuttal on the issues discussed in the opening session. Tomorrow leaders, including Shane Trussell of Trussell Technologies and Shivaji Deshmukh of West Basin Municipal Water District will respond to and add issues of concern and opportunity that will drive reuse in the next 30 years.	New Reclaimed Water Rule: Opportunities and Challenges Douglas Howie *Washington Department of Ecology*	Forward Osmosis Of Oil & Gas Wastewater: Impacts Of Membrane Selection And Operating Conditions On Process Performance Tzahi Cath *Colorado School of Mines*
11:00 a.m. - 11:30 a.m.	Part II - Association Leadership for the Next Generation of Reuse Representatives from WateReuse, WEF and AWWA will talk about how they will work together to forge industry, federal, state and local support for innovations in water supply resiliency, including water reuse as a key component.	Reclaimed Water Facilities Manual for Washington State Kenneth Alexander *Gray & Osborne, Inc.*	Alternative Integrated Solutions for Treatment of Oil Sands Produced Water Alan Daza *Aquatech International Corporation*

MONDAY, SEPTEMBER 14 | 2015

SYMPOSIUM

11:30 a.m. - 12:00 p.m.		Reclaimed Water Groundwater Recharge in the PNW Jonathan Turk *Brown and Caldwell*	Integrated Biological and Membrane Technologies for Sustainable Treatment of Oil and Gas Wastewaters Stephanie Riley *Colorado School of Mines*
12:00 p.m. - 1:00 p.m.	Networking Luncheon with Exhibitors		
	Next Horizons in Water Supply Resiliency	**Reuse in the Pacific Northwest - Part 2**	**Reuse in the Oil & Gas Industry - Part 2**
1:00 p.m. - 1:30 p.m.	The Business of Water Reuse in the United States: Competitive Trends and Forecasted Growth in Key Markets Erin Bonney Casey *Bluefield Research*	Brightwater Recycled Water: New Water, New Solutions for the Sammamish River Basin Jacqueline Klug *King County Wastewater Treatment Division*	Water Scarcity and A Volatile Landscape for Water Re-Use in US Fracking F. Reese Tisdale *Bluefield Research*
1:30 p.m. - 2:00 p.m	One Solution for Addressing Wastewater and Drinking Water Needs: The PureWater San Diego Program John Helminski *City of San Diego Public Utilities Department*	Closing the Loop on an Hydrologic "Island" Tadd Giesbrecht *Brown and Caldwell*	Evaluation of Treating Refinery Effluent with Existing Municipal MF/RO System Joseph Wong *Brown and Caldwell*
2:00 p.m. - 2:30 p.m.	Potable Reuse Efforts - Silicon Valley Advanced Water Purification Center Jeannine Larabee *Santa Clara Valley Water District*	Permitting the Obvious? A Recycled Water Success Story in Hermiston Oregon Mark Cullington *Kennedy/Jenks Consultants*	Energy Efficient Management of Coal Seam Gas Produced Brine Streams Michael Hwang *CH2M HILL*
2:30 p.m. - 3:00 p.m	Planning for Community Resilience Through One Water LA Doug Walters and Lenise Marrero *City of Los Angeles, Bureau of Sanitation*	From the Flintstones to the Jetsons: The evolution of Dundee Oregon and the Recycled Water Opportunities Now Pursued Michael Humm *Kennedy/Jenks Consultants*	Fuel Ethanol Plant Conversion to Zero Liquid Discharge Gary Engstrom *U.S. Water*
3:00 p.m. - 3:30 p.m.	Networking Break		

3:00 p.m. - 3:30 p.m.	Poster Sessions		
	Panel Discussion: Updates on DPR Frameworks	**Ozone and AOP**	**Industrial Reuse Case Studies**
3:30 p.m. - 4:00 p.m.	This panel will focus on similarities and distinctions among the states moving forward with Potable Reuse. TEXAS Ellen McDonald *Alan Plummer Associates, Inc.*	Innovative Use and Control of Ozone for Non-potable and Potable Water Reuse Andrew Salveson *Carollo Engineers*	Case Studies Showing Innovations in Industrial Reuse Brian Moore *ARCADIS*
4:00 p.m. - 4:30 p.m.	COLORADO Philip Brandhuber *HDR* FLORIDA Christopher Hill *ARCADIS*	Application of Advanced Oxidation Processes in the Treatment and Reuse of Hydraulic Fracturing Wastewater Sydney Ulliman *University of Colorado, Boulder*	An Approach to Treating and Reusing Effluent in the Pharmaceutical Industry Graham Juby *Carollo Engineers*
4:30 p.m. - 5:00 p.m.	CALIFORNIA Greg Wetterau *CDM Smith*	Study and Assessment of Advanced Oxidation Processes (AOP) for the Elimination of Micro-pollutants Bruno Heiniger *Degremont Technologies*	Reject to Resource - Water Sustainability in the Biopharmaceutical Industry Edward Helmig *ARCADIS*
5:00 p.m. - 5:30 p.m.		A Full-Scale Demonstration Study Comparing UV/Chlorine and UV/H2O2 for the Treatment of 1,4-Dioxane in Potable Reuse Adam Festger *Trojan Technologies*	Coking Wastewater: A Shift Towards Advanced Treatment and Reuse W. Brinson Willis *Molzen Corbin Associates*
6:00 p.m. - 10:00 p.m.	Monday Night Optional Event – Seattle Mariners Baseball Game *(additional fees apply)*		

TUESDAY, SEPTEMBER 15 | 2015

SYMPOSIUM

7:30 a.m.- 2:00 p.m.	Registration open			
7:30 a.m. - 4:00 p.m.	Exhibit Hall Open			
7:30 a.m. - 8:30 a.m.	Continental Breakfast			
8:30 a.m. - 1:30 p.m.	Technical Tour - Brightwater Treatment Plant and Education Center *(additional fees apply; includes lunch; limited to 50 people)*			
	Panel Discussion: DPR Practices and Implementation	**Management of Reuse**	**Groundwater Augmentation**	**Topics in Desalination**
8:30 a.m. - 9:00 a.m.	This panel will focus on key practices and strategies that are enabling and furthering DPR Extending DPR in Wichita Falls Daniel Nix *City of Wichita Falls, Texas*	Reclaimed Water Cost of Service Studies - An Advanced Example Andrew Burnham *Burton and Associates*	Beenyup Advanced Water Recycling Plant: The Perth, Australia Groundwater Replenishment Scheme Jim Lozier *CH2M HILL*	Desalination Concentrate: Ocean vs. Bay Val Frenkel *Erler & Kalinowski, Inc.*
9:00 a.m. - 9:30 a.m.	Source Water Control Options and Impacts on DPR Sunny Wang *Black & Veatch*	Funding and Regulatory Challenges of Indirect Potable Reuse - The City of Airway Heights Water Reclamation Project Allison Esvelt *Esvelt Environmental Engineering*	Recharging Groundwater with Reclaimed Water: A Valuable Water Rights Mitigation Strategy in Action Jeff Hansen *HDR*	Desalination Demonstration and Industrial Desalination Evaluation: The Future of Desal in Corpus Christi, TX Trooper Smith *Freese and Nichols, Inc.*
9:30 p.m.- 10:00 p.m.	Water Quality Impacts of Multi-Barrier Processes in DPR Ben Stanford *Hazen and Sawyer*	Recycled Water Customer Conversion Project - Done Right John Robinson *John Robinson Consulting, Inc.*	Using a Unique Alternative Approach to Meet California's New Groundwater Replenishment Regulations Bruce Chalmers *CDM Smith*	Effectiveness of Pre-treatment Systems in Removing Particulate and Colloidal Transparent Exopolymer Particles (TEP) to Seawater Shahnawaz Sinha *King Abdullah University of Science and Technology*
10:00 a.m. - 10:30 a.m.	Direct vs Really Direct: Observations and Implications of Raw Water DPR vs Treated Water DPR Tom Richardson *RMC Water and Environment*	H2Optimum Investment Decision Roshanak Aflaki *City of Los Angeles, Bureau of Sanitation*	The Creation of Reuse Currency - Will Florida Bank on Reuse? Maria Loucraft *City of Pompano Beach Utilities*	Innovative Brine Treatment: High Recovery Hybrid Membrane Process and Zero Liquid Discharge Low Temperature Crystallization Ben Sparrow *Saltworks Technologies Inc*

TUESDAY, SEPTEMBER 15 | 2015

SYMPOSIUM

10:30 a.m. - 11:00 a.m.	Networking Break			
10:30 a.m. - 11:00 a.m.	Poster Presentations			
	DPR Public Acceptance	**Biological Filtration**	**Surface Water Augmentation**	**Energy in Reuse and Desalination**
11:00 a.m. - 11:30 a.m.	Fostering Acceptance of DPR: Where are We Now Mark Millan *Data Instincts, Public Outreach Consultants*	Indirect Potable Reuse with Ozone, Biofiltration and Soil Aquifer Treatment Fredrick Gerringer *Trussell Technologies, Inc.*	Developing Tools for Surface Water Nutrient Loading Attributable to Reclaimed Water Joan Oppenheimer *MWH*	Understanding and Controlling Energy Costs for Reuse Systems Douglas Brown *CDM Smith*
11:30 a.m. - 12:00 p.m.	Thinking Outside the Box: Padre Dam's Advanced Water Purification Public Outreach Campaign Melissa McChesney *Padre Dam Municipal Water District*	Chemically Enhanced Biological Filtration - An Alternative Treatment Train for de facto Indirect Potable Reuse Jennifer Hooper and Janelle Amador *CDM Smith*	Extreme Drought Requires Creative Solutions - GCWA'S Quest for Potable Supply Augmentation using Reclaimed Water Paul Walker *Carollo Engineers*	Water Reuse and Energy: Twelve Years of the Santa Rosa Geysers Recharge Project Jericho Reyes *Calpine Corporation*
12:00 p.m. - 12:30 p.m.	Communicating Purified Water for El Paso: A Sustainable Water Supply Christina Montoya-Halter *El Paso Water Utilities*	Evaluation of Ozone, Biofiltration, and UV/AOP for Removal of Compounds of Emerging Concern at One MGD Potable Reuse Facility Aleksey Pisarenko *Trussell Technologies, Inc*	Management of CEC's in Watersheds - Water Research Foundation Project #4494 Tanja Rauch-Williams *Carollo Engineers*	Energy Balance of Water Supply: Combining Waste Water Reuse with Seawater Desalination Frans Knops *Pentair X-Flow*
12:30 p.m. - 2:00 p.m.	Awards Luncheon and Annual Membership Meeting			
2:00 p.m. - 2:30 p.m.	Networking Break			
2:00 p.m. - 2:30 p.m.	Poster Sessions			

	Panel Discussion: Global Reuse	Monitoring and Control of DPR	Reuse in Water Supply Planning	Reuse Considerations and Applications
2:30 p.m. - 3:00 p.m.	This panel will focus on global reuse projects and policies and allow panelists to share challenges and opportunities that may be unique in their regions. Water Reuse in Canada - A Reality Alan Rimer *Black & Veatch* Optimizing Local Resources for Indirect Potable Water Reuse (South Africa) Mias van der Walt *Bigen Africa Services* Embracing Water Reuse - A European Perspective Sandra Ryan *Amec Foster Wheeler* Water Recycling in Lima, Peru - Great Challenges and Great Opportunities Paul Friedlander *Carollo Engineers*	What Monitoring Tools Do We Need to Ensure the Safety of Direct Potable Reuse? Allegra da Silva *CDM Smith*	Maximizing Water Reuse Potential in Urban Environments Jeff Biggs *Tucson Water*	Public Health Management of Water Reuse in Military Contingency Operations Ginn White *Army Institute of Public Health*
3:00 p.m. - 3:30 p.m		A Low-level COD Measurement Tool for Rapid Process Performance Characterization in Reuse Treatment Applications Chance Lauderdale *HDR*	Recycled Water is a Key Component of the City of Oxnard's Future Potable Supply Tracy Clinton *Carollo Engineers*	The Design of a Salt Model for Irvine Ranch Water District Gidti Ludesirishoti *HDR*
3:30 p.m. - 4:00 p.m.		Advancing the Potential for Direct Potable Reuse through Novel Sensor Systems and Effective Decision Tools James DeCarolis *Black & Veatch*	Evolution of Reuse Planning: The End of Purple Pipe? Steve Friedman, *HDR*	A Case Study for Decentralized Wastewater Treatment Plants in Sugar Land, TX Michael Rolen *AECOM*
4:00 p.m. - 4:30 p.m		Pilot Testing Online Monitoring for Control of a DPR Treatment Train Daniel Olson *ARCADIS*	Optimizing the South Bay Water Recycling System through Strategic Planning for Non-Potable Reliability, and Potable Reuse Michele Young *South Bay Water Recycling - City of San Jose*	Guidelines for Fire-fighting with Tertiary Treated Recycled Water Earle Hartling *Sanitation Districts of Los Angeles County*
4:30 p.m. - 5:00 p.m.		The Domino Effect - Myth or Reality? Troy Walker *Hazen and Sawyer*	Reuse of Reclaimed Water in Arizona: Yesterday, Today, and Tomorrow Charles Graf *Arizona Department of Environmental Quality*	Comparing Water Balance Models vs 20 Years of Reality Yields Regulatory and Operational Insights into Landscape Irrigation David Ammerman *AECOM*
6:30 p.m. - 10:00 p.m.	Networking Dinner at the Seattle Space Needle			

WEDNESDAY, SEPTEMBER 16 | 2015

SYMPOSIUM

7:30 a.m. - 10:00 a.m.	Registration Open			
7:30 a.m. - 9:00 a.m	**Breakfast Panel Discussion: Funding** Moderator: Jon Freedman, *GE Water & Technologies* Panelists: Cameron Parks, *Citibank* Geoff Buswick, *Standard & Poors* Jordan Dorfman, *U.S. Environmental Protection Agency*			
	The Next Generation of Communication	**Panel Discussion: Coalition Building**	**Acceptance of Non-Potable Reuse**	**Topics in Indirect Potable Reuse**
9:00 a.m. - 9:30 a.m.	Communicating complicated information to policy makers and the public is a known challenge. There are, however, some unique ways of honing the message to appeal to unique stakeholders. These two well-known speakers will share their fresh secrets for conveying complicated information in clear, concise and relevant manner. Radika Fox *Value of Water Coalition* Melissa Marshall *Melissa Marshall Consulting LLC*	Learn about the efforts to secure adequate wastewater for Pure Water Monterey, a reuse project creating potable water for urban users and irrigation supplies for agriculture to reduce seawater intrusion in the Salinas Valley. The panel focuses on building a stakeholder coalition by identifying benefits/ rewards, who pays and how much, and by drawing a roadmap to successfully get across the finish line.	Coming Out from Behind the Curtain: Engaging the Public to Build Support for Water Reuse Lisa Dennis-Perez *LOTT Clean Water Alliance*	Potable Reuse for Inland Applications: Pilot Testing Results from a New Potable Reuse Treatment Scheme *Larry Schimmoller* *CH2M HILL*
9:30 a.m. - 10:00 a.m.			Can Education Eliminate the Ick Factor?: Measuring Acceptance Levels of Reclaimed Water Use Through Education Elizabeth Moody *Cannon*	Indirect Potable Reuse for Drinking Water Supply Augmentation: A New Mexico Experience Pierre Kwan *HDR*
10:00 a.m. - 10:30 a.m.			Wastewater Education - Making Connections with Community Susan Tallarico *King County Wastewater Treatment Division*	(34) Expanding the Water Supply Portfolio in Abilene, Texas- Indirect Potable Reuse to Augment Lake Fort Phantom Hill James Naylor *Alan Plummer Associates, Inc*
10:30 a.m. - 12:30 p.m.	**Closing Plenary Session** The Symposium will close with a "Ready for Action" session that will focus on what we need to do to be leaders in garnering support for resilient water supplies. The Closing Session will feature **Paul Bowen of Coca-Cola** discussing how industry has a leadership role; the **City of Quincy's Mayor, Jim Hemberry** discussing the government/elected officials role; and a closing exercise on everyone's role in "Pitching Science to the Public" by **Melissa Marshall of Melissa Marshall Consulting LLC** and TedTalk alumni			

POSTER PRESENTATIONS

A New Look at Stormwater – *Utilizing Existing Infrastructure to Harvest Flows for Drinking Water Use*
Shawn Dent, *Carollo Engineers*

Applications of The Bubble Column Evaporator Method
Muhammad Shahid, *University of New South Wales, Australia*

Can MBR Reduce or Eliminate Need for Addition Disinfection – *Case Studies*
Ufuk Erdal, *CH2M HILL*

Leaky Treatment Wetlands for Aquifer Recharge and Water Quality Recovery: Central Pasco County Beneficial Water Reuse Project
Rafael Vazquez – Burney, *CH2M HILL*

Minimizing Water Footprint in Drought Stressed Regions by Implementing Semi-Batch Reverse Osmosis
Michael Boyd, *Desalitch*

Orange County Water District – *A Case Study in Using Data Mining to Optimize Stage 1 RO Membrane Performance*
Edwin Roehl, *Advanced Data Mining International*

"The Pot of Gold" at the End of the Rainbow
Bill Stephens, *Rancho California Water District*

Water Grid Concepts for Seawater Desalination Opportunities
Ron Cass, *MWH*

Water Recycling – *The Logical Future for Management of Hydraulic Fracturing Flowback and Produced Water Generated in the Oil & Gas Industry*
Eric Johnson, *Stantec*

Water Reuse is an Integral Part of Solution for Addressing Water and Sanitation Issues in Developing Countries
Zohreh Movahed, *Watek Engineering Corporation*

REGISTRATION INFORMATION

EARLY BIRD REGISTRATION DEADLINE

Register early and save! The Early Bird Registration deadline is July 17, 2015. All registration forms accompanied by full payment and received on or before July 17, 2015 will qualify for the Early Bird Registration rate. All registrations received after July 17, 2015 will be charged an additional $50.

ADVANCE REGISTRATION DEADLINE

The Advance Registration Deadline is August 28, 2015. Registrations received after August 28, 2015 will not be processed and you will need to register onsite at the Sheraton Seattle Hotel. There will be an additional $75 fee for all onsite registrations.

CONFIRMATIONS

All registrants will receive a confirmation via e-mail once registration and full payment have been processed. This confirmation will also serve as your receipt of payment. Please allow two weeks from the time your registration is submitted until you receive your confirmation via e-mail.

CANCELLATION POLICY

All cancellations must be submitted in writing by August 28, 2015 to qualify for a refund. A $75 cancellation fee will be deducted from all refund requests received by August 28, 2015. No refunds will be made after August 28, 2015. Refunds are not given for no-shows.

E-mail cancellations or substitution requests to ctharpe@watereuse.org





WHAT'S INCLUDED WITH YOUR REGISTRATION

	Members, Nonmembers, Students & Speakers, Public Agency	Sunday Only Registration	Monday Only Registration	Tuesday Only Registration	Wednesday Only Registration
Technical Tours	✕ *(Add $55)*	✕ *(Add $55)*	✕ *(Add $55)*	✕ *(Add $55)*	✕ *(Add $55)*
Technical Sessions (Sunday, Monday, Tuesday and Wednesday)	✔	*Sunday Only*	*Monday Only*	*Tuesday Only*	*Wednesday Only*
Exhibit Hall Access	✔	*Sunday Only*	*Monday Only*	*Tuesday Only*	*Wednesday Only*
Welcome Reception (Sunday)	✔	✔	✕	✕	✕
Continental Breakfast (Monday)	✔	✕	✔	✕	✕
Networking Luncheon (Monday)	✔	✕	✔	✕	✕
Awards Luncheon (Tuesday)	✔	✕	✕	✔	✕
Seattle Mariners Baseball Game (Tuesday)	✕ *(Add $75)*	✕ *(Add $75)*	✕ *(Add $75)*	✕ *(Add $75)*	✕ *(Add $75)*
Dinner and Discovery at the Seattle Space Needle (Tuesday)	✔	✕	✕	✔	✕
Breakfast Panel Discussion (Wednesday)	✔	✕	✕	✕	✔

30TH ANNUAL WATEREUSE SYMPOSIUM | ADVANCE REGISTRATION FORM

CONTACT INFORMATION

Last Name _____ First Name as it should appear on your badge _____

Title _____ Organization _____

Address _____ City _____ State/Province _____ Country _____ Postal/Zip Code _____

Phone _____ Fax _____ E-Mail Address _____ cc: E-Mail Address _____

ADDITIONAL INFORMATION

☐ This is my first WateReuse Symposium

☐ I have the following dietary restrictions:_____

REGISTRATION FEES – *Please circle the appropriate fees that apply.*

	On or Before	*Between*	*On-Site Registration After*
Full Conference Registration Rates	7/17/15	7/18 - 8/28/15	8/29/15
WateReuse, AWWA, WEF Members	$600	$650	$725
Nonmembers	$750	$800	$875
Speaker Registration	$400	$450	$525
Full-Time Students	$150	$200	$275
Public Agency Registration	$400	$450	$525
One Day Registration Rates			
One Day Rate – Sunday	$300	$350	$425
One Day Rate – Monday	$350	$400	$475
One Day Rate – Tuesday	$350	$400	$475
One Day Rate – Wednesday	$300	$350	$425

Additional Options

IUVA Workshop *(Sunday)* ____ x $95

LOTT Technical Tour *(Sunday)* ____ x $55

Brightwater Technical Tour *(Tuesday)* ____ x $55

Seattle Mariners Game and Networking Event ____ x $75*

(Group Suite Ticket - includes food and drink. Limited to 90 people)

Guest Tickets

☐ Sun. Welcome Reception - $35 _____ Name

☐ Mon. Networking Luncheon - $35 _____ Name

☐ Tues. Awards Luncheon - $35 _____ Name

☐ Tues. Dinner & Discovery at the Space Needle - $75 _____ Name

☐ Wed. Breakfast Panel Discussion - $25 _____ Name

E-mail, Fax or Mail completed registration forms to:
(Faxed registration must be accompanied by full payment.)

ctharpe@watereuse.org
(703) 548-5085
WateReuse
1199 North Fairfax Street, Suite 410
Alexandria, VA 22314

PAYMENT – Full payment must accompany your advance registration form. Your signature below authorizes WRA to charge your credit card the total payment and acknowledges there are no refunds after August 28, 2015.

☐ Check *(payable to WateReuse)* ☐ VISA ☐ MasterCard ☐ AMEX ☐ Purchase Order # _____

Card Number _____ Expiration Date _____ Security Code _____

Billing Address _____ City _____ State _____ Zip _____

Print Cardholder Name _____ Total Due _____

Signature _____ Date _____

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, JULY 6, 2015:

A meeting of the Finance Committee of the Palmdale Water District was held Monday, July 6, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order at 10:35 a.m.

1) Roll Call.

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

Others Present:
Dennis LaMoreaux, General Manager
Robert Alvarado, PWD Director
Matt Knudson, Assistant General Manager
Mike Williams, Finance Manager
Dennis Hoffmeyer, Accounting Supervisor
Dawn Deans, Executive Assistant
1 member of the public

2) Adoption of Agenda.

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

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held May 12, 2015.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the Finance Committee meeting held May 12, 2015, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of May, 2015. (Financial Advisor Egan)

Accounting Supervisor Hoffmeyer reviewed the investment funds and cash flow reports as of May, 2015, including the increase in cash due to assessments, maturing cds,

and June Butte payments after which General Manager LaMoreaux stated that projected water sales are estimated due to the unknown amount of the Drought Surcharge Fee, and a reduction in expenses is anticipated due to reduced water consumption.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for May 31, 2015. (Finance Manager Williams)

Finance Manager Williams reviewed the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption comparisons, and revenue and expense analysis reports for the period ending May 31, 2015 and then stated that most departments are operating at or below the targeted expenditure percentage of 41.65% and reviewed line items over-budget followed by discussion of Other Operating Revenue, the maximum number of Director meetings allowed per month, bad debts, Capital Improvement Fees, and Water Recovery.

Director Dizmang then requested a detailed listing of Other Operating Revenue be included with next month's report.

4.4) Discussion and Overview of Committed Contracts Issued and Water Revenue Bond Projects. (Assistant General Manager Knudson)

Assistant General Manager Knudson reviewed the status of approved 2015 engineering projects included in the Committed Contracts and Payout Schedule, including those projects contractually committed, budgeted projects but not yet committed with these projects listed in order of priority, and payments for projects funded from the Water Revenue Series 2013A Bonds and then stated that the District has been notified that reimbursement requests from the $400,000.00 EPA grant can begin.

4.5) Consideration and Possible Action on Proposal Received From Starnik, Inc. for Programming Services. ($12,200.00 – Budgeted – Finance Manager Williams)

Finance Manager Williams reviewed the proposal received from Starnik, Inc. for custom programming services for notices to delinquent consumers included in Resolution No. 15-10, and after a brief discussion of the design of the new notice, it was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried that the Committee concurs with staff's recommendation to accept the proposal received from Starnik, Inc. for programming services needed to implement the new notice to delinquent

consumers process included in Resolution No. 15-10 in the not-to-exceed amount of $12,000.00, which is within the approval parameters of the Committee.

5) Information Items.

5.1) Status of Debt Service Coverage. (Financial Advisor Egan)

Accounting Supervisor Hoffmeyer stated that the District's current Debt Service Coverage is 1.26 and that this number will fluctuate and is revenue dependent.

5.2) Other.

Finance Manager Williams reviewed Payment Transactions by Types for the period of January through June, 2015, which indicates the increase in electronic payments and decrease in mail, drop box, and telephone payments, and stated that the IVR system is becoming another popular form of payment.

He then stated that the lobby kiosk is now operational, and payments can be made via cash, credit cards, and checks.

He then stated that staff hopes to release the final RFP for the utility billing system in the next two weeks; that the current annual contract with Starnick, Inc. is for the period of September to August with an automatic renewal; and that staff will review proposals and demonstrations to determine if a better utility billing system is available for inclusion in the budget process.

He then stated that as of June 30, 2015, there are 196 senior homeowners, 12 senior renters, 146 low income homeowners, and 11 low income renters participating in the District's Rate Assistance Program with $27,379.24 used for the period of January through June, 2015.

He then stated that the continuing disclosure information for the bonds and bond rating has been completed and submitted to bond counsel for review and that this information is part of the annual reporting process.

He then stated that the Drought Surcharge Fee goes into effect July 1, 2015 based on June's consumption.

General Manager LaMoreaux stated that once the process for mailed shut-off notices is implemented, the Other Operating Revenue line item will reduce.

The new water waste door-tag and process for reporting water waste was then discussed.

It was then determined that the next Finance Committee meeting will be held August 10, 2015 at 10:30 a.m.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

There were no further requests for future agenda items.

7) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 11:37 a.m.

Chair

MINUTES OF MEETING OF THE OUTREACH COMMITTEE OF THE PALMDALE WATER DISTRICT, JULY 7, 2015:

A regular meeting of the Outreach Committee of the Palmdale Water District was held Tuesday, July 7, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order at 1:05 p.m.

1) Roll Call.

Attendance:	**Others Present:**
Outreach Committee:	Dennis LaMoreaux, General Manager
Gloria Dizmang, Chair	Robert Alvarado, PWD Director
Joe Estes, Committee Member	Matt Knudson, Assistant General Manager
	Mike McNutt, PIO/Conservation Director
	Jim Stanton, Information Technology Manager
	Linda Trevino, Water Conservation Aide
	Jeleve Bishop, Intern
	Dawn Deans, Executive Assistant
	1 member of the public

2) Adoption of Agenda.

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

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held May 14, 2015.

After a brief discussion, it was moved by Committee Member Estes, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the meeting held May 14, 2015, as written.

4.2) Discussion and Review of Outreach Calendar. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt provided a detailed overview of outreach activities from June 1 through July 2, 2015 with the main focus being to manage the drought and the District's watering restrictions followed by discussion of the Antelope Valley Water Conservation Coalition, the Antelope Valley Water Partners, the San Gabriel Mountain Community Collaborative, and staff's community efforts.

4.3) Discussion and Review of Drought Outreach. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt stated that the District's drought outreach includes advertising on the radio through KTPI, a 60-second spot has been recorded for the Lancaster JetHawk's, a meeting is scheduled with High Desert Broadcasting radio for additional advertising, and a PSA on the drought recorded by Senator Runner and Assemblyman Lackey will be shown on TimeWarner Cable in addition to local Santa Clarita networks.

4.4) Discussion on Development of Water Summit. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt reviewed staff's recommendation to conduct a Water Summit with guest speakers and a question and answer panel to discuss solutions to current and future water supply, lessons learned from outreach activities, and community response with the intent of inviting the District's state legislators, local elected officials, adjacent water agencies throughout the Antelope Valley, Castaic, and Hesperia areas, the business community, and area Chambers of Commerce.

The Committee concurred with the development of a Water Summit.

5) Information Items.

5.1) Palmdale Water District Reaches Out Program (Written Status Report). (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt stated that the Reaches Out Program involves all PIO/Conservation Department items and that if the District can reduce its water use by 32%, the Program will have been successful.

a) Status on Video Production. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt stated that a script and storyboard has been developed for Actor Danny Trejo and that staff will continue working with Mr. Trejo's agent regarding his representation of the District's drought message.

b) Status on Monthly H_2O Talk on the District's YouTube Channel. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt stated that these Monthly H_2O Talks are recorded and posted on the District's social media and YouTube pages, and guests have included Director Estes and Senior Customer Care Representative Hernandez.

c) Status on Radio Advertising. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt stated that radio advertising was reviewed earlier in the meeting.

d) Staff Involvement With Reaches Out Program. (PIO/Conservation Director McNutt)

Director Dizmang requested the name of the Reaches Out Program be changed to Reaching Out Program after which PIO/Conservation Director McNutt stated that District staff has been more than willing to partner with the PIO/Conservation Department team and that the drought crisis has brought the District together.

It was then recommended that identification signs be posted at the District's crew repair sites.

5.2) Status on Thursday-Night-on-the-Square. (PIO/Conservation Director McNutt)

Water Conservation Aide Trevino stated that the District will be manning a booth every week at Thursday-Night-on-the-Square located on the turf area; that the first evening went well; that information to help customers save water and understand the District's watering restrictions was distributed; that a raffle for a high efficiency toilet is being held; and that the Antelope Valley Hispanic Chamber of Commerce expressed an interest in sharing a booth with the District followed by discussion of posting pictures from these events.

5.3) Other.

Committee Member Estes inquired about continuing with the visibility of Directors after which General Manager LaMoreaux stated that photo opportunities need to be scheduled for several Directors.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

The Committee viewed the PSA with Senator Runner and Assemblyman Lackey and requested the PSA be shown at the next regular Board meeting.

There were no further requests for future agenda items.

It was then stated that the next Outreach Committee meeting will be held August 17, 2015 at 1:30 p.m.

7) Adjournment.

There being no further business to come before the Outreach Committee, the meeting was adjourned at 2:00 p.m.

Chair

MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, JULY 9, 2015.

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, July 9, 2015, at the Palmdale Water District at 2029 East Avenue Q, Palmdale. Chair Hogan called the meeting to order at 6:30 p.m.

1) **Pledge of Allegiance.**

Chair Hogan led the pledge of allegiance.

2) **Roll Call.**

Attendance:	**Others Present:**
Barbara Hogan, Chair	Matt Knudson, AVSWCA General Manager
Robert Alvarado, Vice Chair	Eric Dunn, Attorney
Neal Weisenberger, Secretary	Tom Barnes, Controller
Keith Dyas, Cmsnr.	Dwayne Chisam, AVEK Asst. General Mngr.
Kathy Mac Laren, Cmsnr.	Travis Berglund, LCID Manager
Tim Clark, Alt. Cmsnr.	Dennis Hoffmeyer, Senior Accountant
	Danielle Henry, Administrative Assistant
Leo Thibault, Treas.-Auditor-- EXCUSED ABSENCE	2 members of the public

General Manager Knudson introduced Palmdale Water District's new attorney, Eric Dunn, of Aleshire & Wynder LLP.

3) **Public Comments for Non-Agenda Items.**

There were no public comments.

4) **Consideration and Possible Action on Minutes of Regular Meeting Held June 11, 2015.**

It was moved by Commissioner Alvarado, seconded by Commissioner Mac Laren, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve the minutes of the regular meeting held June 11, 2015, as written.

5) Payment of Bills.

General Manager Knudson reviewed the bills received for payment from Palmdale Water District in the amount of $931.42 for staff services, from AVEK in the amount of $365.34 for staff services, and ratification of a payment for $2,225.00 made to the Association of California Water Agencies for the 2015 Agency Dues after which it was moved by Commissioner Weisenberger, seconded by Commissioner Alvarado, and unanimously carried by all members of the Board of Commissioners present at the meeting to approve payment of the bills as presented.

6) Presentation on the City of Palmdale's HERO Program. (Mr. Benjamin Lucha, City of Palmdale)

Mr. Benjamin Lucha, of the City of Palmdale, provided a brief overview of the Property Assessed Clean Energy (PACE) Program and the Home Energy Renovation Opportunity (HERO) Program, a residential PACE program, including the HERO Program's property assessed water efficiency projects, the current water savings through the Program, and the financing and application process, and after a brief discussion of the Program's approved contractors, the Commissioners thanked Mr. Lucha for providing the presentation.

General Manager Knudson then stated that the HERO Program could be another avenue of help for homeowners with the depletion of cash for grass funding.

7) Discussion and Possible Action on 2015 Sustainable Landscape Expo with AVEK as the Lead Agency. (Commissioner Weisenberger/Controller Barnes)

Commissioner Weisenberger recommended that Item No. 8 be discussed before Item No. 7 after which Chair Hogan stated that Item No. 8 will now be considered.

8) Discussion and Possible Action on Regional Drought and Water Conservation Message. (Commissioner Weisenberger/General Manager Knudson)

After discussion of the newly named Antelope Valley Water Conservation Coalition and the development of regional messages and public outreach images through this joint effort, the public service announcement by Senator Sharon Runner and Assemblyman Tom Lackey was played for the Commissioners followed by the

Jethawks radio advertisement by Palmdale Water District PIO/Conservation Director McNutt.

The survival of trees during the drought, the current City landscape ordinances, the regional leadership for the Antelope Valley Water Conservation Coalition, the funding for the Coalition's efforts, and the success of the Antelope Valley Regional Water Management Group was then discussed after which General Manager Knudson recommended that the Association take the lead for messaging and conservation outreach and develop a Memorandum of Understanding (MOU) between the Association and potential groups that would like to participate and contribute funding.

After a further discussion of the efficient use of the State Water Project, Chair Hogan directed General Manager Knudson to coordinate a meeting with representatives from each member agency to discuss the Association's role as the regional leader for conservation efforts.

7) Discussion and Possible Action on 2015 Sustainable Landscape Expo with AVEK as the Lead Agency. (Commissioner Weisenberger/Controller Barnes)

Commissioner Weisenberger stated that the name of the Expo has been officially changed to the 2015 Smart Landscaping Expo; that the Antelope Valley Fairgrounds Association has been notified; that a vendor application has been developed and more vendors are needed; that the Expo will have a four stage set-up including design, build, maintaining and demo; and that the Antelope Valley Water Conservation Coalition is meeting every two weeks after which Chair Hogan requested that the Commissioners receive notification of the AVEK Water Conservation Committee and Coalition meetings.

9) Consideration and Possible Action of Regional Control of Water from the State Water Project. (General Manager Knudson)

After a brief discussion of the benefits of having regional control of water from the State Water Project, it was determined that staff from the three member agencies meet to discuss this item further and draft an agreement to bring before the Commissioners at a future meeting after which Commissioner Weisenberger recommended that staff from the member agencies meet on a regular basis.

10) Report of General Manager.

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

General Manager Knudson provided a brief update of the Association's Revenue, Expenditures and Change in Net Position and stated that everything looks good.

b) Update on Antelope Valley Integrated Regional Water Management Planning (AVIRWMP) Stakeholders Meetings.

General Manager Knudson reported that there has not been an urgency for the AVIRWMP Advisory Team to meet because the maximum funding for the Antelope Valley has been met through the Prop. 84 process and that a meeting will be scheduled when Prop. 1 funding is released.

Commissioner Weisenberger then inquired about the use of the Lahontan Region funding through Prop. 84, and after a brief discussion, General Manager Knudson stated that he will follow up on this matter.

c) Update on USGS Data Report on Groundwater Wells Monitored in the Antelope Valley in Cooperation with AVSWCA.

General Manager Knudson reported that staff will be meeting with USGS on July 16th at 10:30 a.m. to review the model of the completed groundwater levels and quality monitoring through 2014 and to discuss the program for next year.

11) Report of Controller.

Controller Barnes stated that the Department of Water Resources will be very excited about the proposed agreement on regional exchange of State Water Project water; that groundwater banking will be one issue that will need to be discussed when the agreement is drafted; and that the water conservation public service announcement by Senator Sharon Runner and Assemblyman Tom Lackey will be added to the Association's website.

12) Reports of Commissioners.

Commissioner Dyas inquired about Palmdale Water District's Open House after which General Manager Knudson stated that the Open House will be held on Saturday, July 11th, from 10 a.m. to 12:00 p.m. to provide drought information as well as a public scoping meeting for the Palmdale Regional Groundwater Recharge and Recovery Project to satisfy the California Environmental Quality Act (CEQA) requirements for the Environmental Impact Report (EIR) process for the Project.

Commissioner Weisenberger stated that the Antelope Valley Water Partners are hosting a smart landscaping workshop at Antelope Valley College on Saturday, July 18th, from 9:00 to 11:00 a.m.

Commissioner Mac Laren stated that during a recent tour of the Bay Delta she learned that the Delta conditions are much different than what the media conveys.

Commissioner Alvarado requested that Association events be added to Palmdale Water District's events calendar.

13) Report of Attorney.

Attorney Dunn stated that it is nice to meet the Commissioners of the Association after which scenarios of potential Brown Act violations during Antelope Valley Water Conservation Coalition meetings were discussed.

14) Commission Members' Requests for Future Agenda Items.

It was determined that "Discussion and possible action on 2015 Sustainable Landscape Expo with AVEK as the Lead Agency" and "Discussion and possible action on Regional Drought and Water Conservation Message" remain on future agendas as standing items and that "Consideration and possible action on regional control of water from the State Water Project" and "Consideration and possible action on Ad Hoc Committee to discuss regional leadership of water conservation efforts" be added to a future agenda when staff is ready to present draft agreements to the Commissioners.

Commissioner Weisenberger then informed the Commissioners that the Association will have a presence at the Antelope Valley Fair through an unmanned

display promoting a "Home of the Month" contest and that the first winner will be announced at the 2015 Smart Landscaping Expo.

There were no further requests for future agenda items.

15) Consideration and Possible Action on Scheduling the Next Association Meeting.

It was determined that the next regular meeting of the Association will be held August 13, 2015 at 6:30 p.m. at PWD.

16) Adjournment.

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 7:48 p.m.

Secretary

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, JULY 21, 2015:

A meeting of the Personnel Committee of the Palmdale Water District was held Tuesday, July 21, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Mac Laren called the meeting to order at 10:00 a.m.

1) **Roll Call.**

Attendance:	**Others Present:**
Personnel Committee:	Dennis LaMoreaux, General Manager
Kathy Mac Laren, Chair	Matt Knudson, Assistant General Manager
Joe Estes, Committee Member	Jennifer Emery, Human Resources Director
	Dennis Hoffmeyer, Accounting Supervisor
	Danielle Henry, Administrative Assistant
	1 member of the public

2) **Adoption of Agenda.**

It was moved by Committee Member Estes, seconded by Chair Mac Laren, 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 8, 2015.

It was moved by Committee Member Estes, seconded by Chair Mac Laren, and unanimously carried to approve the minutes of the Personnel Committee meeting held June 8, 2015, as written.

4.2) Discussion and Review of Human Resources Calendar. (Human Resources Director Emery)

Human Resources Director Emery stated that Human Resources Calendar goals are complete for the first two quarters of 2015 with the exception of the salary survey,

which has been distributed to managers for feedback, the survey will then be available to supervisors and staff to compare job descriptions, and the goal is to present the salary survey to the Personnel Committee in September, and small group meetings are being held with staff regarding ideas and priorities for the Strategic Plan.

Chair Mac Laren then requested the District's safety and training records be compared to that of other agencies as part of the salary survey as the District's safety record is very good after which Mr. Ron Cunningham, Palmdale resident, recommended the longevity of District employees also be considered as part of the salary survey.

Human Resources Director Emery then stated that the Benefits Fair is scheduled for October where JPIA will provide information on insurance plans to employees and spouses, vendor booths will be set up, and the all-hands lunch will be held the same day after which Mr. Cunningham requested retirees also be invited to the Benefits Fair.

4.3) Discussion of Wellness Program. (Human Resources Director Emery)

Human Resources Director Emery stated that staff recommends the District's Wellness Program begin with workout programs in the Boardroom; that the $1,000.00 JPIA grant applied for will be used towards guest speakers and resources; that the Wellness Program will not impact the current budget; and that gifts from Anthem and Kaiser can be provided as incentives for employees followed by discussion of community bike rides and gym discounts.

4.4) Discussion of Interns for Fall Internship Program. (Human Resources Director Emery)

Human Resources Director Emery stated that there have been no requests for additional interns but staff has requested to continue the I.T. intern at Level 3, the current Service Worker intern may or may not move to Level 2, Customer Care may begin with a Level 1 intern if the current Customer Care intern accepts a position in her field of study but will move to a Level 3 intern if she stays with the District, the Water Treatment Plant Laboratory is treating their interns as an entry level educational experience and has requested a new Level 1 intern, the Water Conservation intern will be moved to a Level 2 intern, and the Engineering intern will move to a Level 2 intern.

She then stated that in addition, staff will team with A.V. Youthbuild for interns for beautification projects and will be working with Learn4Life, which will be more educational because of their age, followed by discussion of the Learn4Life facility.

4.5) Preliminary Discussion of Health Benefits. (Human Resources Director Emery)

Human Resources Director Emery stated that the District has a $1,600.00 cap on health insurance benefits, which includes medical, dental, and vision; that she has highlighted JPIA's plans that fall within that cap; that no PPO family plans are covered under the cap and the Kaiser family plan has minimal employee expense; and that the Committee may want to discuss the cap followed by discussion of the purpose of the cap, account-based coverage, flexibility to visit the doctor of choice, the JPIA offerings for employees, increasing the cap, last year's comparison of other insurances to JPIA, JPIA offering the best rates, and reviewing the 2016 budget prior to any potential cap adjustments.

5) Project Updates.

5.1) Status on Customer Service 2015 Campaign. (Human Resources Director Emery)

General Manager LaMoreaux stated that the Customer Care Department has been assisting the Water Conservation Department with telephone calls, educating customers, participating in the Open House, and working at Thursday-Night-on-the-Square and has also been reviewing old accounts to determine if they qualify for the Rate Assistance Program, working on revisions to the credit check policy, and a recent letter to the editor referred to helpful customer service after which Committee Member Estes commended General Manager LaMoreaux on his response to a recent Antelope Valley Press letter to the editor.

5.2) Status on Organizational Assessment. (General Manager LaMoreaux)

General Manager LaMoreaux stated that The Mathis Group has submitted the Culture Surveys for evaluation; that once the results are received, Dr. Mathis will present these results to the Board; that he is working with staff to organize comments received at small Focus Group Meetings; and that staff is conducting small group meetings to obtain additional information for the Strategic Plan process followed by discussion of the overall

positive comments, a few areas needing attention, and moving towards positive improvements.

5.3) Other.

There were no other items for discussion.

6) Information Items.

There were no further information items.

7) Board Members' Requests for Future Agenda Items.

Committee Member Estes requested Human Resources Director Emery follow up with the City of Palmdale regarding a community bike ride or other community event.

Chair Mac Laren then suggested that the District discuss safety issues regarding Thursday-Night-on-the-Square.

There were no further requests for future agenda items.

It was then stated that the next Personnel Committee meeting will be held August 18, 2015 at 11:00 a.m.

8) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned at 10:53 a.m.

Chair

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: August 20, 2015 **August 26, 2015**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 8.2 – August, 2015 General Manager Report***

The following is a new format of monthly reporting to the Board. It is organized to follow the District's five adopted strategic initiatives and is intended to provide a general update on the month's activities. A detailed list of all the specific projects under each of the initiatives will still be provided on a quarterly basis.

This report also includes charts that show the effects of the District's efforts in several areas. These include status in complying with the State Water Resources Control Board's conservation mandate, the District's total per capita water use trends, the water loss trends for both 12 and 24 month running averages, mainline leaks, and water meter ages. The reason for including these are explained in the report.

Please feel free to let me know if this format provides the amount of information (too much, or too little) that is useful to you and any preferences on how the information is presented.

Outstanding Water Management

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

- The District customers' cumulative water saving in June and July as compared to 2013 is 31.6%. This is very close to our goal of 32%. Tentative information for the first few weeks of August show still more effort is needed to keep close to our goal. This is shown on the chart titled "PWD SWRCB Emergency Order Water Production Status." The District's long-term conservation efforts can easily be seen in the chart titled "PWD 12-Month Running Average Total Per Capita Water Use."

- There was no significant progress with the USFS in approving and releasing the Draft EIR/EIS for the Littlerock Reservoir Sediment Project for public review. A presentation will be made to the Board when it is released.

- Work on the preliminary design and CEQA study continued for the Palmdale Regional Groundwater Recharge and Recovery Project with several meetings to work on financing and partners.

- A request for qualifications was released for potential consultants to assist the District in preparing the 2015 Urban Water Management Plan.

Increased Efficiency

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

- The transition to electronic time keeping is nearing completion.

- The recent cultural survey results were presented to the Personnel Committee and will be presented to the full Board in September.

- Regular small group meetings with management were started and will continue on a regular basis.

- Organizational changes were developed for the Facilities Department and presented for Board consideration.

Infrastructure

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

- Installation of the long awaited security upgrades for the headquarters and maintenance areas began.

- Water main replacement at 30th Street East and Avenue Q continued and the design plans for a section of Tierra Subida Avenue were signed. The effects of the District's efforts in replacing failing water mains can be seen in the reduced number of mainline leaks. This is illustrated in the chart titled "Mainline Leak History."

- The water meter replacement project consisting of approximately 8,000 meters was completed. The effect of this project's completion is shown in the two graphs titled "Water Meter Age Summary."

- The effect of both water main and water meter replacement is shown on the chart titled "PWD Water Loss History." The percentage of unaccounted water, or water loss, reduced to 9% in August from 12.2% in January of this year.

Regional Leadership

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

- Pulling together the first Antelope Valley area based High Desert Water Summit along with the City of Palmdale and the Greater Antelope Valley Economic Alliance.

- Providing a tour and information about the District's wind turbine to Rosamond Community Services District representatives.

- Actions of the Palmdale Recycled Water Authority included the approval of a consultant to help prepare a grant application and the process and price for selling recycled water for construction uses.

- Meetings were also held with the Antelope Valley State Water Contractors and with staff of other agencies.

- A continuing intern program was developed and presented to the Board for consideration.

Exceptional Customer Service

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

- The long awaited lobby kiosk was installed to give customers another choice for making a payment at the District office. It has taken over 50 customer payments so far.

- The Customer Care Department is continuing to define its role and find ways to better help customers. The customer that spoke to the Board with a concern about a rejected leak variance was addressed to their satisfaction by staff the following day. It was a case where the intent of the courtesy leak adjustment policy and the rules did not match. The solution met the policy's intent.

INFORMATION
AND
CHARTS

1. PWD Strategic Initiatives Overview

2. PWD SWRCB Emergency Order Water Production Status

3. PWD 12-Month Running Average Total Per Capita Water Use

4. PWD Water Loss History

5. Mainline Leak History

6. Water Meter Age Summary (January and August, 2015)

PWD Strategic Initiatives Overview:

Outstanding Water Management

Water Conservation Education
Littlerock Reservoir Sediment Management
Littlerock Creek Groundwater Recharge and Recovery Study
Palmdale Recycled Water Authority – Recycled Water Use
2015 Urban Water Management Plan

Increased Efficiency

Standardized Project Management and Reporting
Outsourcing Payroll and Re-utilizing Staff
Optimizing Use of Mobile Technology

Infrastructure

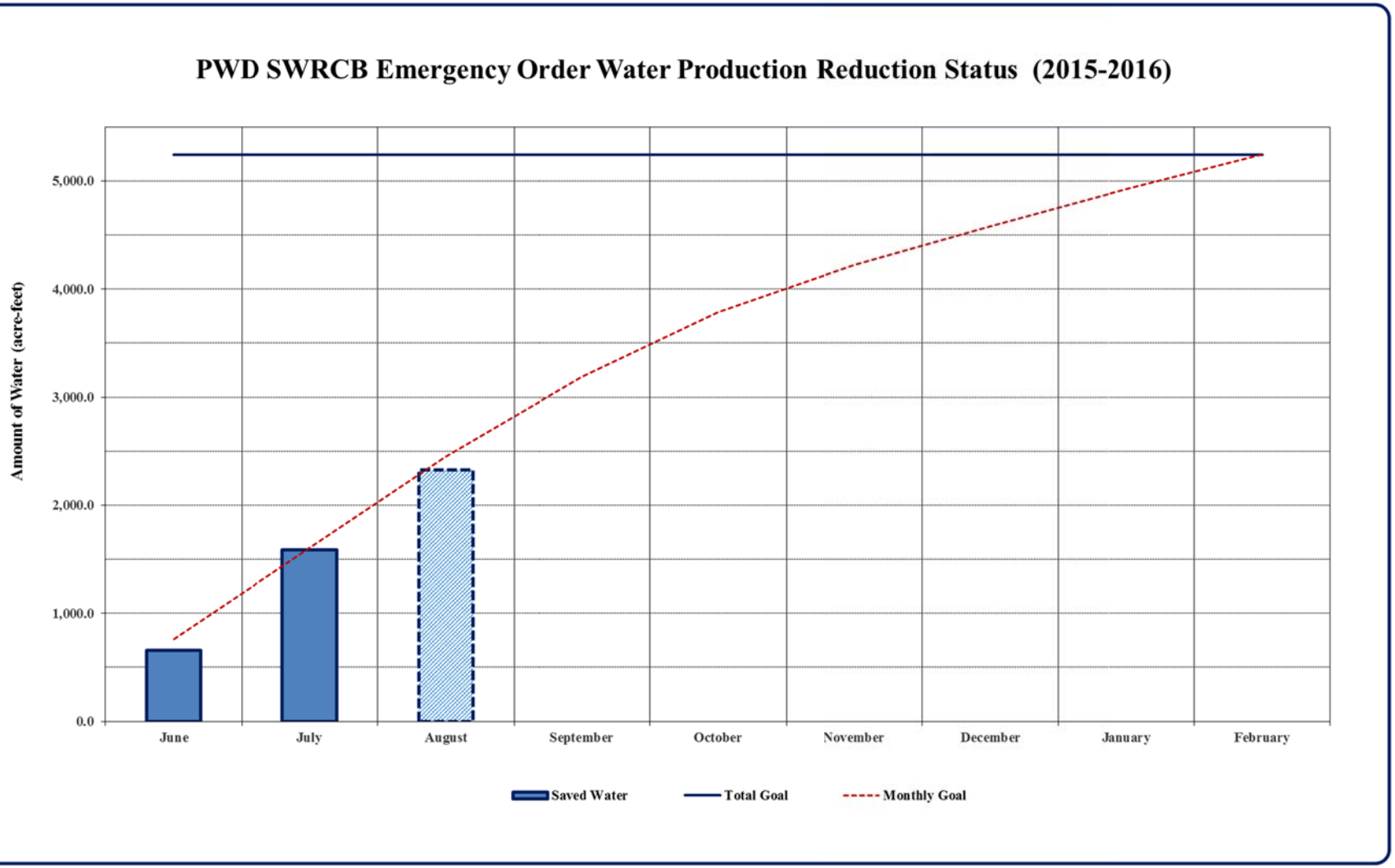
Update Security of Facilities
Update Water System Master Plan
Water Main and Meter Replacements
Maintaining Financial Health

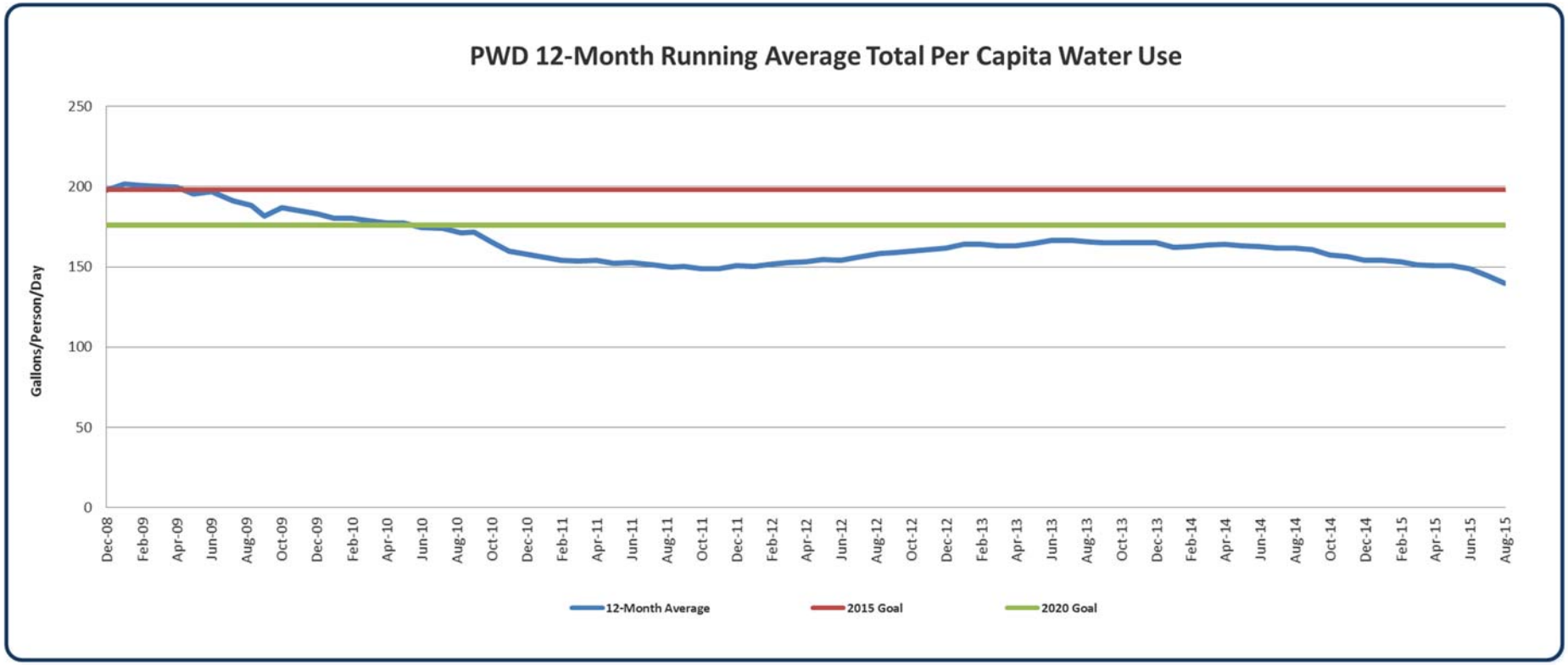
Regional Leadership

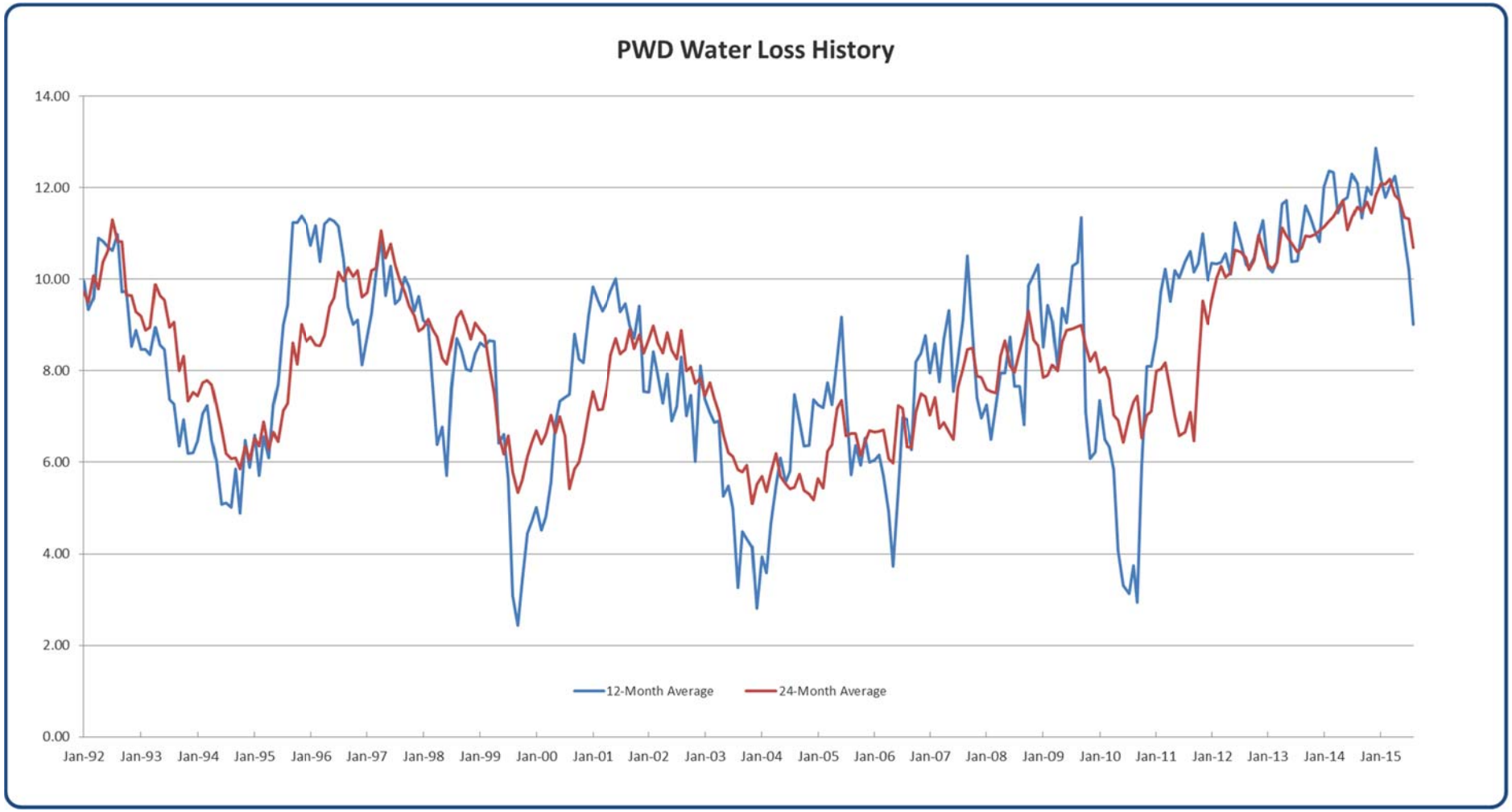
Increased Communications/Publications
Utilization of Intern Programs
Sharing Technical Knowledge
Active Participation in Regional Efforts
AVIRWMP, AVSWCA, PRWA, AV Water Partners, etc.
Implementing Improved Water Budget Rate Structure

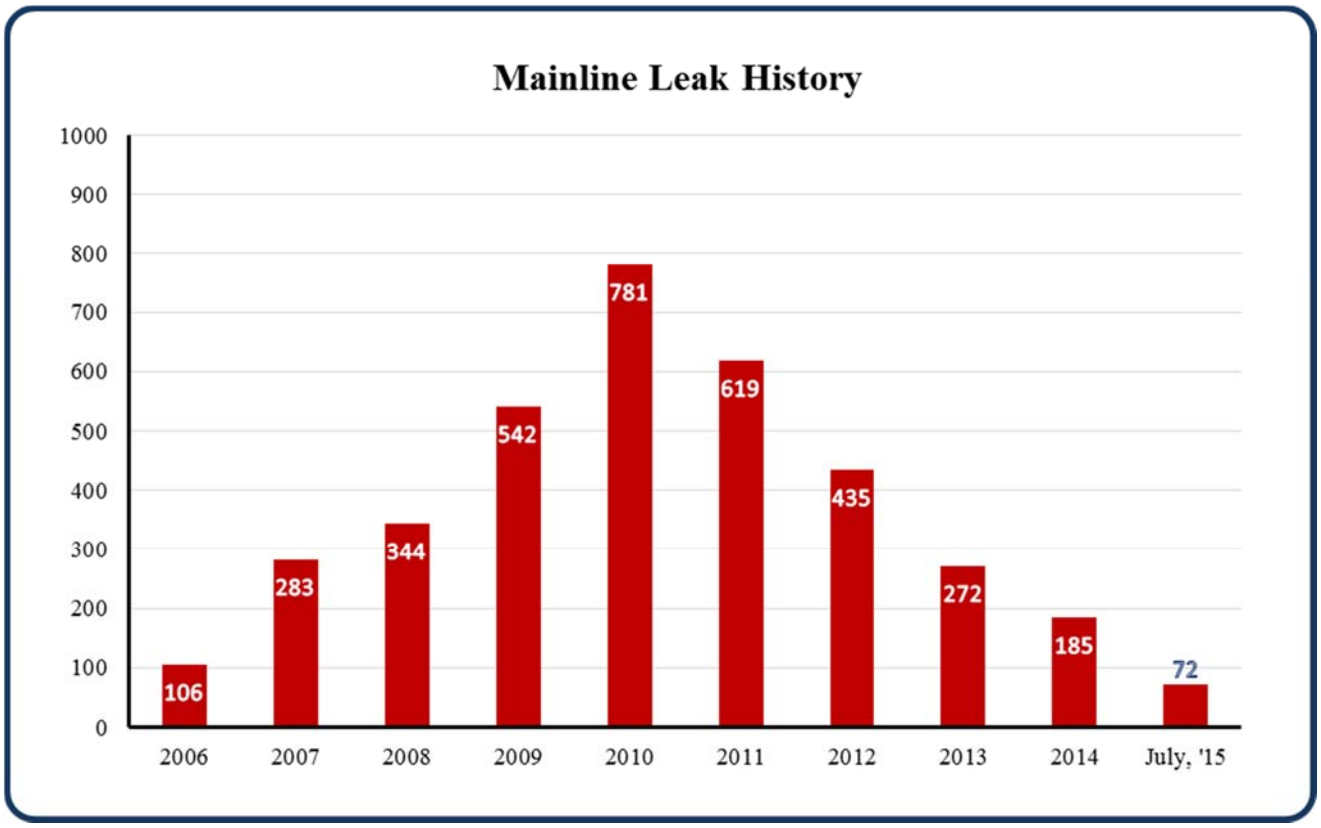
Exceptional Customer Service

Staff Performance Management
Additional Payment Options and Locations
Improving Customer Service Policies and Experience


PWD SWRCB Emergency Order Water Production Reduction Status (2015-2016)
Amount of Water (acre-feet)
5,000.0
4,000.0
3,000.0
2,000.0
1,000.0
0.0
June
July
August
September
October
November
December
January
February
Saved Water
Total Goal
Monthly Goal

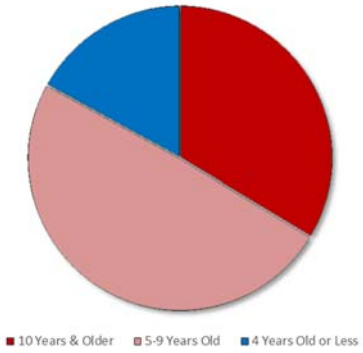

PWD 12-Month Running Average Total Per Capita Water Use
Gallons/Person/Day
250
200
150
100
50
0
Dec-08
Feb-09
Apr-09
Jun-09
Aug-09
Oct-09
Dec-09
Feb-10
Apr-10
Jun-10
Aug-10
Oct-10
Dec-10
Feb-11
Apr-11
Jun-11
Aug-11
Oct-11
Dec-11
Feb-12
Apr-12
Jun-12
Aug-12
Oct-12
Dec-12
Feb-13
Apr-13
Jun-13
Aug-13
Oct-13
Dec-13
Feb-14
Apr-14
Jun-14
Aug-14
Oct-14
Dec-14
Feb-15
Apr-15
Jun-15
Aug-15
12-Month Average
2015 Goal
2020 Goal


PWD Water Loss History
14.00
12.00
10.00
8.00
6.00
4.00
2.00
0.00
12-Month Average
24-Month Average
Jan-92
Jan-93
Jan-94
Jan-95
Jan-96
Jan-97
Jan-98
Jan-99
Jan-00
Jan-01
Jan-02
Jan-03
Jan-04
Jan-05
Jan-06
Jan-07
Jan-08
Jan-09
Jan-10
Jan-11
Jan-12
Jan-13
Jan-14
Jan-15



Water Meter Age Summary

January, 2015:



August, 2015:

