Since 1918

PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111
Fax (661) 947-8604
www.palmdalewater.org
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Board of Directors

ROBERT E. ALVARADO
Division 1

JOE ESTES
Division 2

MARCO HENRIQUEZ
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER LLP
Attorneys

January 7, 2016

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, January 13, 2016

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.**

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

1) Pledge of Allegiance/Moment of Silence in honor of former Palmdale Water District Director James L. Cole (1978-1980).
2) Roll Call.
3) Adoption of Agenda.
4) Public comments for non-agenda items.

5) Presentations:

5.1) Palmdale Water District Flushing Program. (Water Quality Supervisor Thompson)

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 December 9, 2015.

6.2) Ratify payment of bills for December 23, 2015.

6.3) Ratify payment of bills for December 30, 2015.

6.4) Payment of bills for January 13, 2016.

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 reorganization of the Board of Directors. (President Mac Laren)

7.2) Consideration and possible action on proposal received from Rothman Business Interiors for front office modifications. ($4,241.00 - Budgeted – Human Resources Director Emery)

7.3) Consideration and possible action on Change Order No. 1 to Specification No. 1402-A being the construction and implementation of the Palmdale Water District Site Security Improvement Project. ($28,628.90 - Budgeted - Project Manager Thompson Sr.)

7.4) Consideration and possible action on adoption of updated Strategic Plan. (General Manager LaMoreaux)

7.5) Consideration and possible action on scheduling President’s Dinner. (Board President)

7.6) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2016 Budget:

a) Palmdale Chamber of Commerce 75th Anniversary celebration and installation of 2016 Board of Directors to be held January 22, 2016 in Palmdale.

b) Antelope Valley Board of Trade Business Outlook Conference to be held February 26, 2016 in Lancaster.

8) Information Items:

8.1) Reports of Directors:

a) Meetings/General Report.

b) Standing Committee/Assignment Reports (Chair):

1) None at this time.

8.2) Report of General Manager.

a) Written status report on Cash Flow Statement and Current Cash Balances as of November 30, 2015. (Financial Advisor Egan)

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

c) Written status report on committed contracts issued. (Assistant General Manager Knudson)

d) Status report on approved Antelope Valley Adjudication judgment.

e) Director reporting and compensation procedures.

8.3) Report of General Counsel.

9) Public comments on closed session agenda matters.

10) Break prior to closed session.

11) Closed session under:

11.1) 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.

11.2) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with District General Counsel regarding pending litigation to which the District is a party. The title of such litigation is as follows: *United States, et al. v. J-M Manufacturing Company, Inc., et al., United States District Court for the Central District of California; Case No. ED CV06-0055-GW.*

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

13) Board members' requests for future agenda items.

14) Adjournment.

Dennis D. LaMoreaux

_____

DENNIS D. LaMOREAUX,
General Manager

DDL/dd

AGENDA ITEM NO. 5.1

PALMDALE WATER DISTRICT FLUSHING PROGRAM

AMANDA THOMPSON

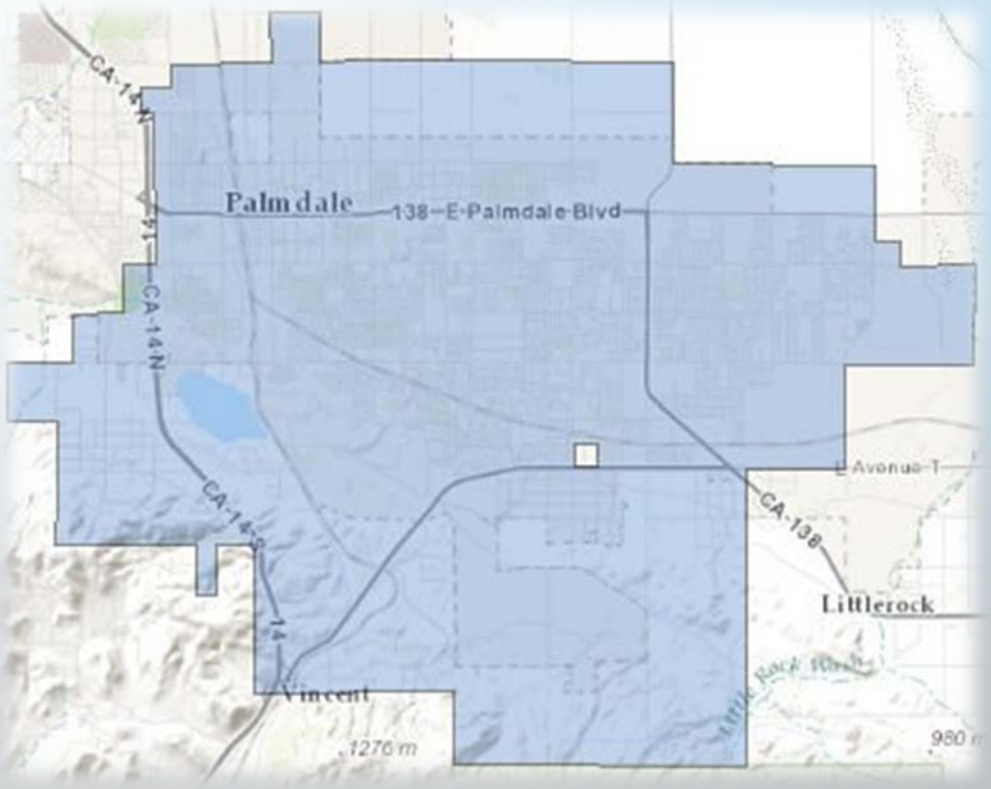
WATER QUALITY SUPERVISOR

PALMDALE WATER DISTRICT

PALMDALE, CA 93550

PWD – DISTRIBUTION SYSTEM

- OVER 414 MILES OF PIPELINE
- 7 DIFFERENT PRESSURE ZONES
- 18 STORAGE TANK LOCATIONS
  - CAPACITY ~ 50 MILLION GALLONS



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WHY DOES FLUSHING WORK?

- WATER AGE IS A MAJOR FACTOR IN WATER QUALITY DETERIORATION WITHIN THE DISTRIBUTION SYSTEM.

- TWO MAIN MECHANISMS FOR WATER QUALITY DETERIORATION:
  - INTERACTIONS BETWEEN THE PIPE WALL AND THE WATER
  - REACTIONS WITHIN THE BULK WATER ITSELF

FLUSHING REQUIREMENTS

- FLUSH PROBLEMATIC AREAS
- DESIGNATED LOCATIONS
- FLUSHING VELOCITY SHOULD BE BETWEEN 2.5 – 5 FT/S

FLUSHING OPERATION



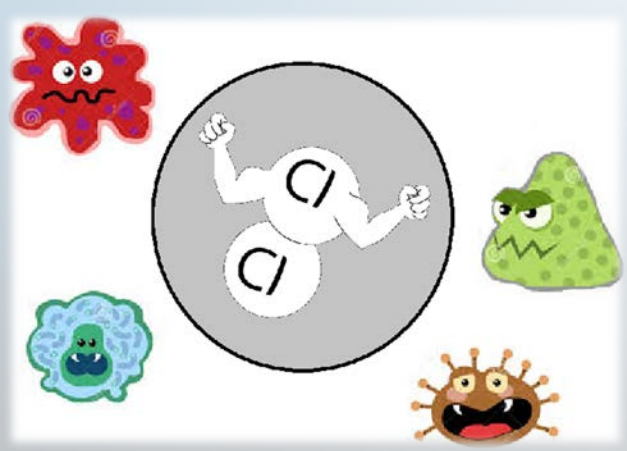
FLUSHING PROGRAM – GOALS
(IMPROVE WATER QUALITY & PROTECT PIPE INTEGRITY)

- **TURBIDITY** = THE CLOUDINESS OR HAZINESS OF A FLUID CAUSED BY LARGE NUMBERS OF INDIVIDUAL PARTICLES THAT ARE GENERALLY INVISIBLE TO THE NAKED EYE, SIMILAR TO SMOKE IN AIR.

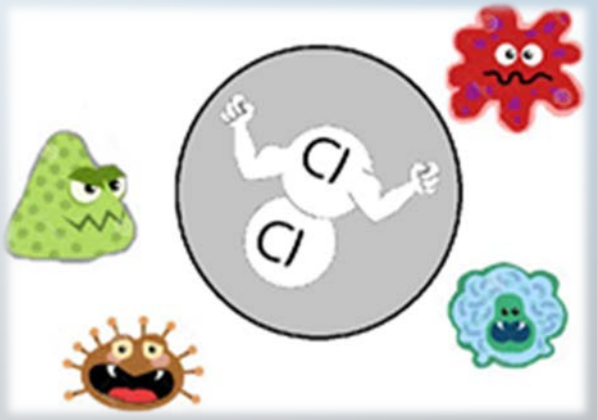


FLUSHING PROGRAM – GOALS
(IMPROVE WATER QUALITY & PROTECT PIPE INTEGRITY)

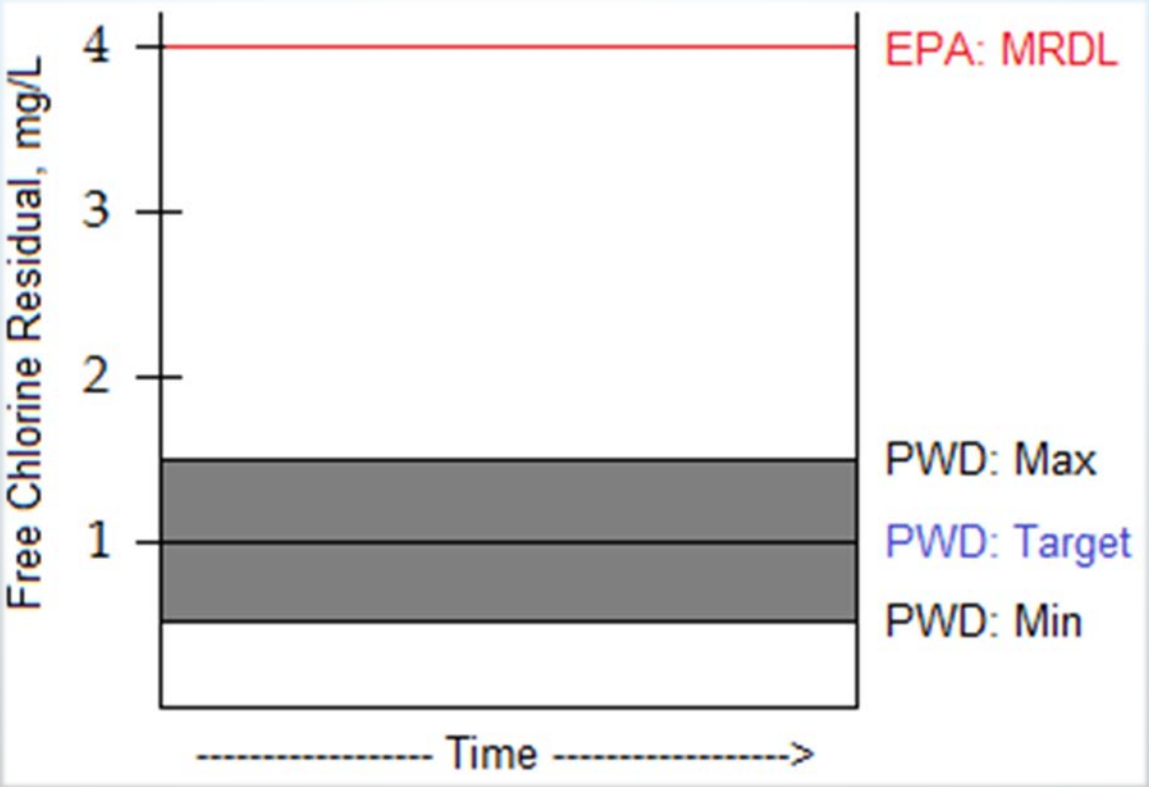
- **CHLORINE RESIDUAL** = A LOW LEVEL OF CHLORINE REMAINING IN WATER AFTER ITS INITIAL APPLICATION.



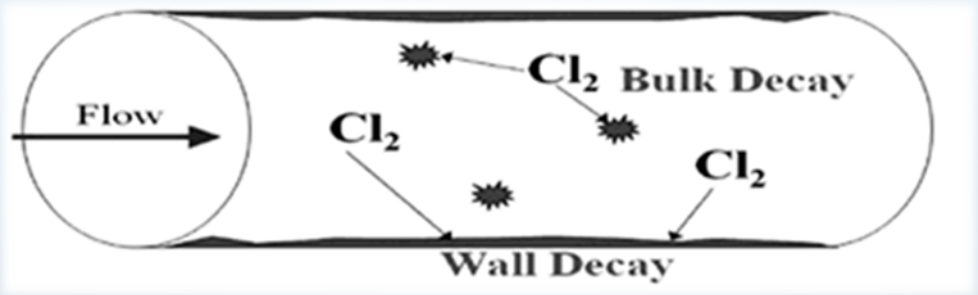




WATER QUALITY – CHLORINE RESIDUAL



WATER QUALITY – CHLORINE RESIDUAL



- FLUSHING BRINGS FRESHER WATER INTO THE AREA & THEREFORE:
  - INCREASES CHLORINE RESIDUAL
  - REDUCES DEMAND
  - REDUCES WATER AGE

FLUSHING PROGRAM – GOALS
(IMPROVE WATER QUALITY & PROTECT PIPE INTEGRITY)

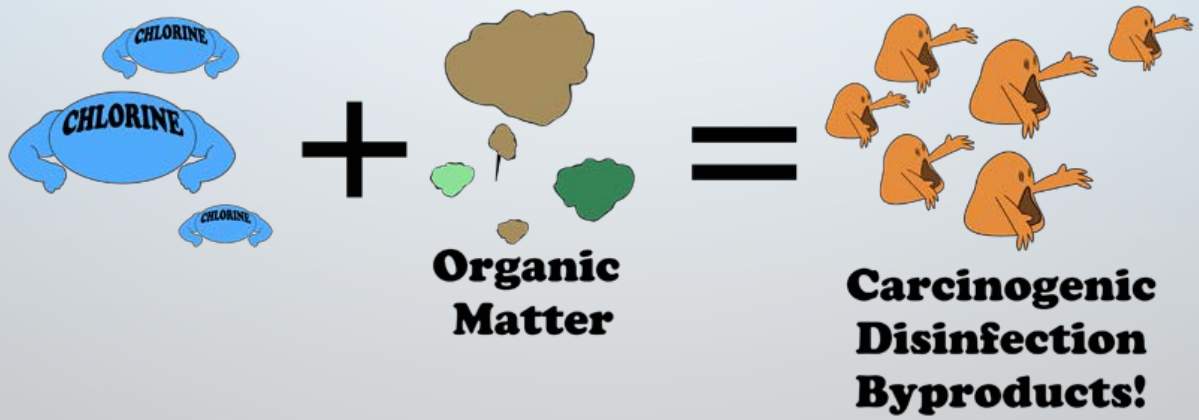
- **POOR TASTE AND ODOR** – AGED, STALE WATER PROVIDES AN ENVIRONMENT CONDUCIVE TO THE GROWTH AND FORMATION OF TASTE AND ODOR CAUSING MICROORGANISMS AND SUBSTANCES.



- FLUSHING BRINGS FRESHER WATER WITH HIGHER CHLORINE INTO THE AREA, THEREFORE REDUCING TASTE & ODOR CAUSING COMPOUNDS

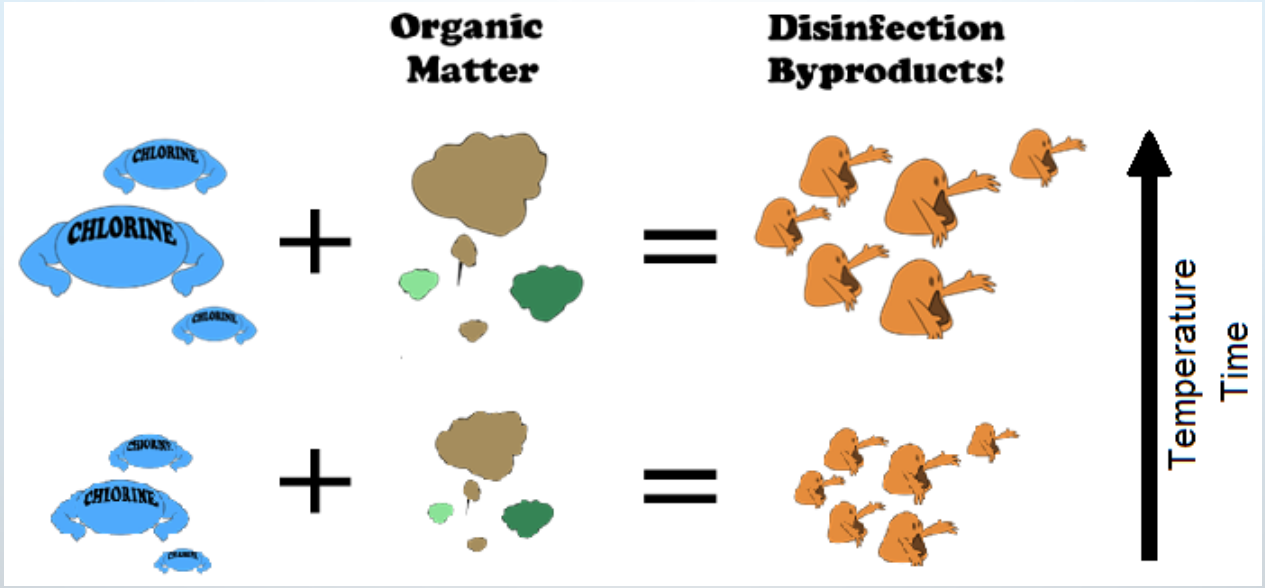
FLUSHING PROGRAM – GOALS
(IMPROVE WATER QUALITY & PROTECT PIPE INTEGRITY)

- **TRIHALOMETHANES (TTHMS)** - DISINFECTION BY-PRODUCTS THAT RESULT FROM CHLORINE AND BROMIDE REACTING WITH ORGANIC CARBON IN WATER



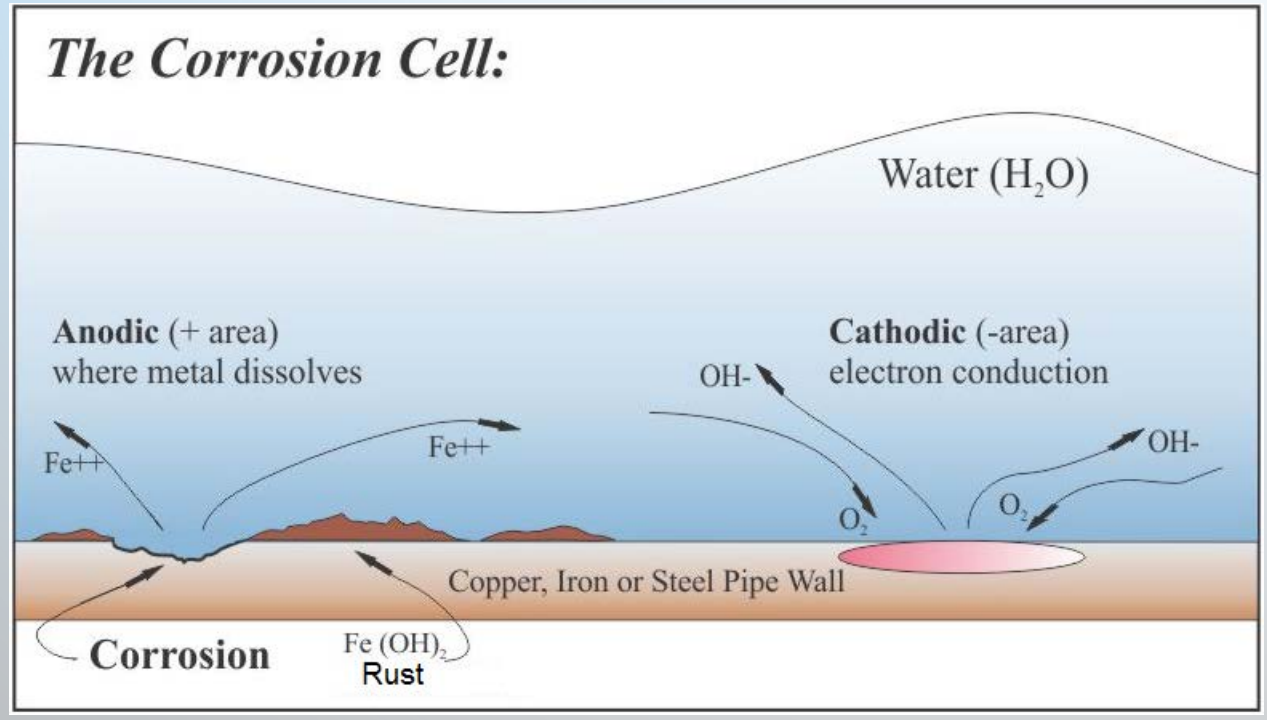
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WATER QUALITY – TTHMS



- FLUSHING REDUCES WATER AGE, AND THUS THE TIME FOR CHLORINE TO REACT WITH ORGANICS, AND FORM DISINFECTION BYPRODUCTS

FLUSHING PROGRAM – GOALS
(IMPROVE WATER QUALITY & PROTECT PIPE INTEGRITY)





CORROSION CONTROL



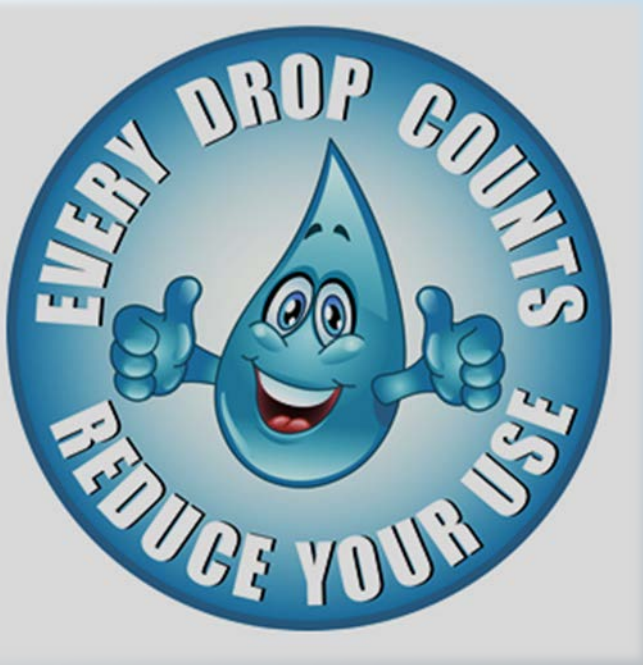
- FLUSHING REDUCES THE TIME WATER IS IN CONTACT WITH THE PIPE, THUS REDUCING CORROSION

FLUSHING PROGRAM – GOALS
(MONITOR THE VOLUME OF WATER UTILIZED FOR FLUSHING)





METERING USAGE



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DROUGHT CHALLENGES

PALMDALE WATER DISTRICT
LESS is MORE
SAVE FOR OUR FUTURE



FLUSHING PROGRAM – GOALS
(STANDARDIZE THE FLUSHING PROGRAM)

- BE IN THE KNOW



WHERE TO GO



WHAT TO DO



WHY WE DO IT

UTILIZING IPAD'S

- SAVE EXACT GPS LOCATION INTO GIS
- MAKE NOTES AND TAKE PICTURES FOR REFERENCE
- LOG WATER QUALITY DATA AT THE SITE



FLUSHING PROGRAM – GOALS
(COLLABORATION TO ESTABLISH COMPETENT SOLUTIONS)



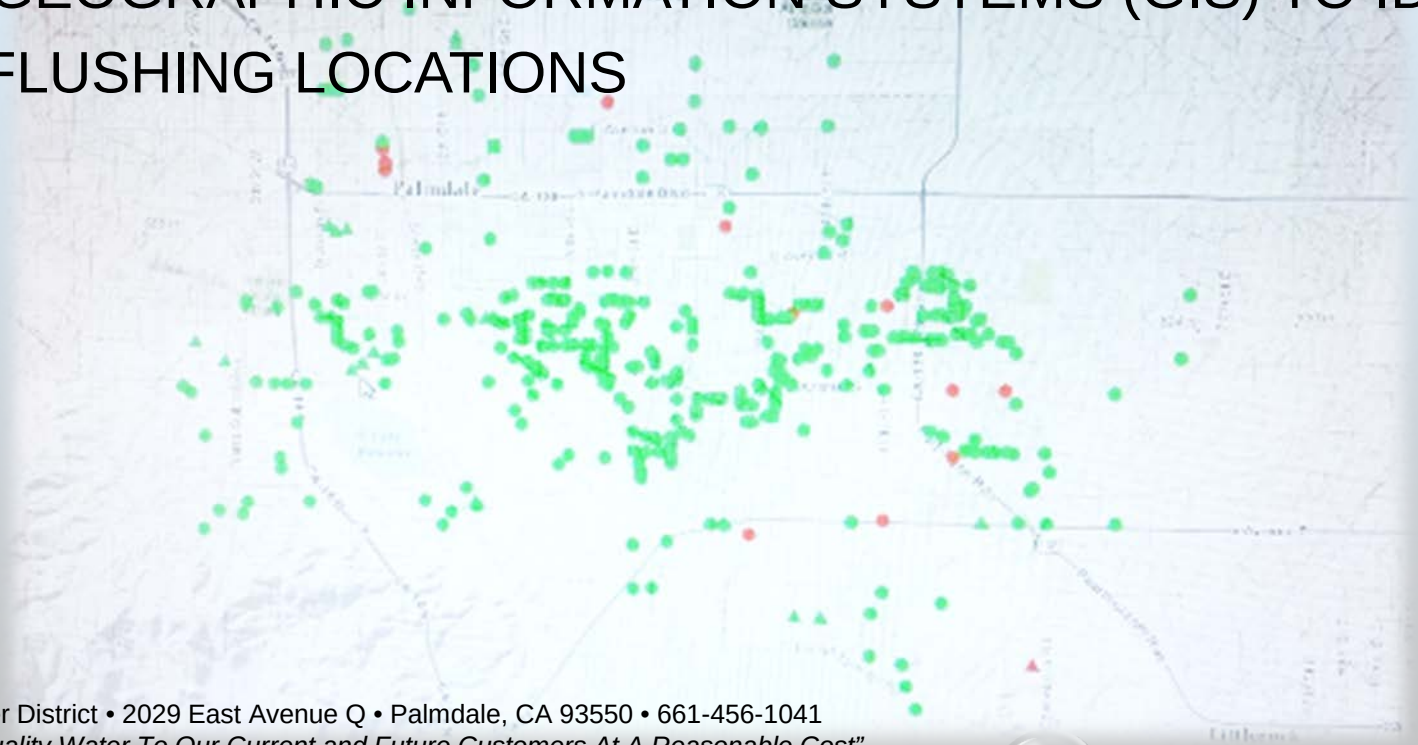
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ACHIEVEMENTS

- EVALUATION OF WATER QUALITY
  - REDUCED FLUSHING AT 4 WEEKLY SITES TO BI-MONTHLY
  - REDUCED FLUSHING AT 2 BI-MONTHLY SITES TO YEARLY SCHEDULE
- EVALUATION OF DISTRIBUTION SYSTEM
  - ELIMINATED 90 SITES
- REDUCED WATER USAGE FROM 7.1 MG (2013) TO 6.3 MG (2014)

ACHIEVEMENTS

- UTILIZING GEOGRAPHIC INFORMATION SYSTEMS (GIS) TO IDENTIFY AND MONITOR FLUSHING LOCATIONS



ACKNOWLEDGEMENTS













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ANY QUESTIONS?

MINUTES OF REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT, DECEMBER 9, 2015:

A regular meeting of the Board of Directors of the Palmdale Water District was held Wednesday, December 9, 2015, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. President, Kathy Mac Laren, called the meeting to order at 7:00 p.m.

1) Pledge of Allegiance.

At the request of President Mac Laren, Director Dino led the pledge of allegiance followed by a moment of silence for those in the San Bernardino tragedy.

President Mac Laren then acknowledged the attendance of Keith Dyas, President for the Antelope Valley East Kern Water Agency (AVEK), John Cariel, Board member for Westside School District, Vladimer Gomez, Board member for Wilsona School District, Jim Root, former Palmdale City Councilmember, Patricia Shaw, Board member for Westside School District, Danny Bazzell, Field Rep. for Senator Sharon Runner, Joe Beach, President for the Palmdale Fin & Feather Club, Kimball DeLeon, DCHD Vice President, and Helen Velador, Director for the Palmdale Recycled Water Authority.

2) Administering of Oath of Office to Elected Directors Followed by Five-Minute Recess. (General Counsel Dunn)

General Counsel Dunn administered the Oath of Office to Director-Elects Kathy Mac Laren, Robert Alvarado, and Marco Henriquez and congratulated each of them on their position as a Director for the Palmdale Water District.

At 7:08 p.m., President Mac Laren called for a fifteen-minute recess. She reconvened the Regular Board meeting at 7:23 p.m.

3) Roll Call.

Attendance:	**Others Present:**
Kathy Mac Laren, President	Dennis LaMoreaux, General Manager
Robert Alvarado, Vice President	Matt Knudson, Assistant General Manager
Joe Estes, Secretary	Eric Dunn, General Counsel
Vincent Dino, Director	Tom Bunn, Special Litigation Counsel
Marco Henriquez, Director	Mike Williams, Finance Manager
	Jennifer Emery, Human Resources Director
	Jim Riley, Engineering/Grant Manager
	Tim Moore, Facilities Manager
	Mynor Masaya, Operations Manager
	Dawn Deans, Executive Assistant
	50 members of the public

4) Adoption of Agenda.

It was moved by Director Estes, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to adopt the agenda, as written.

5) Public Comments for Non-Agenda Items.

There were no public comments.

6) Presentations:

6.1) None at This Time.

There were no presentations.

7) 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.)

7.1) Approval of Minutes of Regular Meeting Held November 25, 2015.

7.2) Payment of Bills for December 9, 2015.

7.3) Approve Absence of Director Dizmang From November 25, 2015 Meeting Due to Illness. (General Counsel Dunn)

7.4) Approval of Resolution No. 15-15 Amending Appendix C to the Rules and Regulations of the Palmdale Water District and Adopting a 4.0% Rate Adjustment for Calendar Year 2016. (Finance Manager Williams)

President Mac Laren announced the items included in the Consent Calendar after which it was moved by Director Estes, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve those items included in the Consent Calendar.

A copy of said Resolution No. 15-15 is hereby made a portion of the minutes of this meeting.

8) 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.)

8.1) Consideration and Possible Action on Resolution No. 15-16 Honoring and Congratulating Randy Hardenbrook on his Retirement. (General Manager LaMoreaux)

General Manager LaMoreaux stated that Randy Hardenbrook, the District's Equipment Mechanic Supervisor, has retired after which Facilities Manager Moore commended Mr. Hardenbrook on his many accomplishments and contributions to the District during his twelve years of service.

Mr. Hardenbrook then thanked Facilities Manager Moore and General Manager LaMoreaux for the opportunity for his time at the District and stated that it has been a great experience, a tremendous education, and quite the journey.

The Board then congratulated Mr. Hardenbrook on his retirement and stated that they appreciate his service, his efforts to make every penny count, and his contributions to the Facilities Committee after which it was moved by Director Estes, seconded by Director Henriquez, and unanimously carried by all members of the Board of Directors present at the meeting to approve Resolution No. 15-16 Honoring and Congratulating Randy Hardenbrook on his retirement.

A copy of said Resolution No. 15-16 is hereby made a portion of the minutes of this meeting.

8.2) Consideration and Possible Action on Certificate of Appreciation to Mr. Dan Flory, AVEK General Manager. (Director Alvarado)

Director Alvarado and the Board members congratulated Mr. Flory, AVEK General Manager, on his upcoming retirement and thanked him for his years of service and contributions to AVEK after which it was moved by Director Alvarado, seconded by Director Henriquez, and unanimously carried by all members of the Board of Directors present at the meeting to approve the Certificate of Appreciation to Mr. Dan Flory, AVEK General Manager, and for Director Dino, the District's AVEK liaison, to present the Certificate of Appreciation to Mr. Flory at AVEK's December 21, 2015 Board meeting.

Director Alvarado then stated that a Certificate of Appreciation for Mr. Flory will also be considered by the Commissioners of the Antelope Valley State Water Contractors Association at their next meeting.

8.3) Status Report on Cash Flow Statement and Current Cash Balances as of October 31, 2015. (Financial Advisor Egan)

Finance Manager Williams congratulated President Mac Laren and Director Alvarado on their second term as Directors for the District and congratulated Director Henriquez on his election and then reviewed the investment funds and cash flow reports as of October 31, 2015, which indicate a slight increase in funds, potential and committed amounts for 2016 projects, and projected year-end cash, which is $646,370 less than the budgeted amount of $11,500,000, and stated that a 2015 year-end report will be provided in Febuary.

8.4) Status Report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for October 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 October 31, 2015 and then stated that most departments are operating at or below the targeted expenditure percentage of 83%; that a 2015 year-end report will be presented in February; and that the audit is anticipated to be completed shortly thereafter followed by discussion of depreciation.

8.5) Status Report on Committed Contracts Issued. (Assistant General Manager Knudson)

Assistant General Manager Knudson reviewed the status of the 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 followed by discussion of funds for repairing infrastructure, some projects to be carried over to 2016, funds committed over the Water Revenue Series 2013A Bond amount, refinancing bonds, and potential projects based on 2016 Budget funds available.

8.6) Consideration and Possible Action on Resolution No. 15-17 Establishing the Palmdale Water District's Investment Policy. (Financial Advisor Egan)

After a brief discussion of the purpose of establishing an Investment Policy and a review of Resolution No. 15-17, it was moved by Director Estes, seconded by Director Dino, and unanimously carried by all members of the Board of Directors present at the meeting to approve Resolution No. 15-17 Establishing the Palmdale Water District's Investment Policy.

A copy of said Resolution No. 15-17 is hereby made a portion of the minutes of this meeting.

8.7) Consideration and Possible Action on Authorizing Required Resolutions for Submitting an Application to State Water Resources Control Board for Planning, Environmental and Design Work for the Littlerock Sediment Removal Project. (Engineering/Grant Manager Riley)

Engineering/Grant Manager Riley provided an overview of Resolution No.'s 15-18 and 15-19 required for the purpose of obtaining low interest loans for planning, environmental and design work for the Littlerock Sediment Removal Project, and after a brief discussion of this funding opportunity, of Forest Service delays, loan terms, and of General Counsel Dunn's revisions to Resolution No. 15-19, it was moved by Director Dino, seconded by Director Estes, and unanimously carried by all members of the Board of Directors present at the meeting to approve Resolution No. 15-18, an Authorizing Resolution, and Resolution No. 15-19, a Pledged Revenues and Funds Resolution, for submitting a low interest loan application to the State Water Resources Control Board for planning, environmental and design work for the Littlerock Sediment Removal Project.

General Manager LaMoreaux then stated that staff is scheduled to brief Congressman Knight's office on the status of this Project.

Copies of Resolution No. 15-18 and Resolution No. 15-19 are hereby made a portion of the minutes of this meeting.

8.8) Consideration and Possible Action on Continuation of Internship Program Pending 2016 Budget Discussions. (Human Resources Director Emery)

After a brief discussion of staff's recommendation to continue the District's Internship Program until January 31, 2016 to allow an opportunity to discuss the spring semester's program at a Budget Workshop, it was moved by Director Alvarado and seconded by Director Dino to authorize the continuation of the Internship Program through January 31, 2016 pending 2016 budget discussions.

Debbie Dino, Palmdale resident, stated that the Internship Program is one of the most important programs for reaching into the community; that she would have a hard time if it was taken away as there are not many opportunities for youth in the Antelope Valley; and that she hopes the Board takes this into consideration when they consider the 2016 Budget after which the motion was unanimously carried by all members of the Board of Directors present at the meeting.

8.9) Discussion and Possible Action on Streamlining Standing and Ad Hoc Board Committees and Board Appointments. (Director Alvarado)

Director Alvarado stated that the Board will be faced with budget cuts; that staff has made cuts; and that the Board could consider streamlining its Standing Committees as a way to reduce the budget followed by discussion of eliminating the Outreach Committee and having PIO/Conservation Director McNutt provide a report to the full Board once a month, the Board's budget comprising less than 1% of the District's budget, how often Board Committees meet, the Board providing direction to Committees, and combining Committees, and staff was directed to provide the Board a streamlined list of Committees without affecting the Director's budget and present this information at the Budget Workshop for further discussion and definition.

There was no action taken on this item.

8.10) Consideration and Possible Action on Authorization of the Following Conferences, Seminars, and Training Sessions for Board and Staff Attendance Within Budget Amounts Previously Approved in the 2015 Budget:

a) None at This Time.

There were no conferences, seminars, and training sessions to consider.

9) Information Items.

9.1) Reports of Directors:

a) Meetings/General Report.

Director Estes stated that he has no report.

President Mac Laren then reminded Director Estes about his attendance at the recent ACWA Conference and the requirement to report this attendance in order to receive payment after which General Counsel Dunn clarified Director reporting on conference attendance.

Director Estes then stated that he attended the ACWA Conference.

Director Alvarado reported that on December 2, he chaired the Air Force Environmental Restoration Advisory Board (ERAB) meeting, they discussed clean-up efforts for the nitrate plume, extraction wells, letters of support for emergency funding, and it was a lively meeting; that on December 4, he attended the meet and greet at the LDS Church with other local elected officials in Lancaster, and this was a very nice event; that on December 5, he participated in the Lancaster Christmas parade; and that on December 7, he attended a Board briefing with General Manager LaMoreaux.

Director Dino reported that on November 30 through December 4, he attended the ACWA/JPIA Conference, it was very informative, he brought literature back for those Directors not able to attend, and this Conference gets better every year; that on December 7, he attended a Board briefing with General Manager LaMoreaux; and that on December 8, he attended the AVEK Board meeting.

Director Henriquez reported that on November 24, he attended a facilities tour with General Manager LaMoreaux, Assistant General Manager Knudson, and Director Estes, and it was a great tour and that on December 7, he attended a Board briefing with General Manager LaMoreaux.

President Mac Laren reported that on November 30 through December 4, she also attended the ACWA/JPIA Conference where she attended training sessions on ergonomics, benefits, pensions, and key factors important to the District, and the District's commercial will be entered into a contest as ACWA representatives were unable to play the commercial at the Conference and that she had several telephone briefings with General Manager LaMoreaux.

There were no further reports from Directors.

b) Standing Committee/Assignment Reports (Chair):

1) None at This Time.

President Mac Laren stated that there are no further Standing Committee/Assignment Reports.

9.2) Report of General Manager.

a) November, 2015 Written Report.

General Manager LaMoreaux reported that distributed this evening is a status report on all projects associated with the Strategic Plan if there are any questions; that the District has a team for the January 23, 2015 5K Color Run at Marie Kerr Park if any Directors are interested in participating; and that the District is collecting Toys for Tots in honor of Frank Collett through next Wednesday.

9.3) Report of General Counsel.

General Counsel Dunn stated that he has no report.

10) Public Comments on Closed Session Agenda Matters.

There were no public comments on closed session agenda matters.

11) Break Prior to Closed Session.

At 9:18 p.m., President Mac Laren called for a ten-minute recess. She reconvened the regular meeting at 9:28 p.m.

12) Closed Session Under:

12.1) 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.***

12.2) Conference with Legal Counsel – Potential Litigation: A Closed Session Will be Held, Pursuant to Government Code §54956.9 (d)(4), to Confer With District Counsel Regarding to Determine Whether to Initiate Litigation, One Case.

At 9:28 p.m., President Mac Laren called for a closed session pursuant to Government Code §54956.9 (d)(1), to confer with Special Litigation Counsel regarding pending litigation to which the District is a party with the title of such litigation being the *Antelope Valley Ground Water Cases* and pursuant to Government Code §54956.9 (d)(4), to confer with District Counsel regarding to determine whether to initiate litigation, one case.

She reconvened the regular meeting at 11:16 p.m.

13) Public Report of Any Action Taken in Closed Session.

General Manager LaMoreaux stated that a closed session was 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 with the title of such litigation being the *Antelope Valley Ground Water Cases;* that a status report on this matter was provided by Special Litigation Counsel; and that no reportable action was taken in closed session on this matter.

General Counsel Dunn stated that a closed session was held pursuant to Government Code §54956.9 (d)(4) to confer with District General Counsel regarding to determine whether to initiate litigation, one case; that District General Counsel provided a status update on this matter; and that the Board voted unanimously in closed session to authorize District General Counsel to file a complaint against the Lagerlof firm, the former District Counsel.

14) Board Members' Requests for Future Agenda Items.

President Mac Laren requested a letter be sent to Supervisor Antonovich updating the June, 2015 letter regarding reallocation of recycled water to ensure grant funding can be applied for.

It was stated that staff will present the Board with a streamlined list of Committees without affecting the Director's budget at the Budget Workshop for further discussion and definition.

Director Henriquez stated that recognizing a retiring employee was a nice gesture and recommended employees be recognized on a regular basis such as with an employee of the month program and Board recognition after which General Manager LaMoreaux reviewed the District's P.A.C.E. Program.

There were no further requests for future agenda items.

14) Adjournment.

There being no further business to come before the Board, the meeting was adjourned at 10:38 p.m.

_____
Secretary

PALMDALE WATER DISTRICT
RESOLUTION NO. 15-15

A RESOLUTION OF THE BOARD OF DIRECTORS OF PALMDALE WATER DISTRICT AMENDING APPENDIX C TO THE RULES AND REGULATIONS OF THE PALMDALE WATER DISTRICT AND ADOPTING A 4.0% RATE ADJUSTMENT FOR CALENDAR YEAR 2015

WHEREAS, the District's current water rates for Calendar Years 2015 – 2019 are set forth as Appendix C of the Rules and Regulations of the Palmdale Water District;

WHEREAS, in 2014 District staff undertook a review of the District's financial position and determined the current water rate revenues are not sufficient to offset the cost of providing the water service, including, among other things, increased operation and maintenance expenses, increased costs for necessary infrastructure repairs and enhancements, increased water quality regulations, and increased water supply costs;

WHEREAS, on April 17, 2014, the District retained Bartle & Wells, an independent water rate consultant, pursuant to an open bid process to perform a financial study of the District's existing water rates and rate structure and the District's existing and future reasonably estimated costs of providing water service;

WHEREAS, on July 16, 2014 and July 23, 2014, Bartle & Wells made presentations to the Board of Directors that concluded the current rates and rate structure will not be sufficient to cover the reasonably estimated costs of providing the District's water service over the next five fiscal years and proposed a revised rate structure and annual rate increases options depending on the level of maintenance and improvements expected to take place in the next five years, including 5%, 5.5% and 6% annual rate increases;

WHEREAS, the District's charges and fees for water service are subject to the requirements of Proposition 218 (Cal. Const. Art. XIIID, Section 6), including notice, hearing, and protest requirements applicable to increases of water rates;

WHEREAS, on July 23, 2014, pursuant to Proposition 218, the Board approved and directed staff to provide notice of the proposed rate structure changes and 5.5% annual rate increases;

WHEREAS, on September 17, 2014, the District held a public hearing at which District staff presented a total of 340 valid protests to the Board, resulting in less than a majority protest pursuant to Article XIII D, Section 6 of the California Constitution;

WHEREAS, although the lack of a majority protest authorizes the Board to adopt the Proposed Rates up to 5.5% for the next five fiscal years, the Board is not required to implement all of the annual rate increases;

WHEREAS, each year through its budget process, the Board reviews the estimated costs of providing the District's service in the ensuing year and determines at that time the amount of the increase it will implement for the ensuing year;

WHEREAS, if the Board determines not to implement the full 5.5% rate increase, it must adopt an amended Appendix C of the Rules and Regulations of the Palmdale Water District;

WHEREAS, on November 25, 2015, the Board approved a 4.0% rate increase for calendar year 2016;

WHEREAS, the adoption of this resolution is exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the State CEQA Guidelines codified at 14 CCR §15273 because the resolution pertains to the adoption of charges necessary to maintain services within the District's existing service area.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Board of Directors of the Palmdale Water District does hereby resolve as follows:

1. The foregoing recitals are hereby found to be true and correct and incorporated herein by this reference.

2. The Board has determined to implement a 4.0% annual rate increase for Calendar Year 2016 instead of the full 5.5% annual rate increase authorized by the Proposition 218 rate setting process.

3. The current Appendix C shall be replaced by the attached Appendix C, attached hereto, which includes a 4.0% rate increase in Calendar Year 2016 and a 5.5% rate increase in Calendar Years 2017 – 2019.

4. The General Manager is authorized and directed to give due notice of exemption of this resolution from the provisions of CEQA, pursuant to Title 14 California Code of Regulations section 15062.

7. Effective Date. All sections of this Resolution shall be in full force and effect as of January 1, 2016.

PASSED AND ADOPTED on this 9th day of December, 2015 by the Board of Directors, the governing body of the Palmdale Water District.

PALMDALE WATER DISTRICT

KATHY MAC LAREN, President

ATTEST

JOE ESTES, Secretary

APPROVED AS TO FORM:

By: _____
Aleshire & Wynder, General Counsel

Palmdale Water District Proposed Rate Structure

Water Quality Fee ($/ccf): 5-yr moving average of (GAC costs) / (billed water usage [hcf])

User Classification	Water Budget Allocation - Essential Usage
Single Family Residential "SFR"	Indoor Allocation
Multi Family Residential "MFR"	3-yr average of minimum monthly usage
Commercial-Industrial "CI"	3-yr average of minimum monthly usage
Irrigation Only "IRR"	Essential Outdoor Allocation
Other "OTHER"	3-yr average of minimum monthly usage

User Classification	Water Budget Allocation - Efficient Usage
Single Family Residential "SFR"	Indoor Allocation + Efficient Outdoor Allocation
Multi Family Residential "MFR"	3-yr moving average by month
Commercial-Industrial "CI"	3-yr moving 3 month average
Irrigation Only "IRR"	Efficient Outdoor allocation
Other "OTHER"	3-yr moving average by month

Service Charge

Meter Size	Monthly Service Charge
1" and Below	$31.27
1-1/2"	$93.80
2"	$143.85
3"	$260.62
4"	$427.44
6"	$844.50
8"	$1,344.96
10"	$1,928.84

Commodity Rates ($/ccf*)

Tiers	CY 2014
Tier 1	$0.73
Tier 2	$0.84
Tier 3	$2.37
Tier 4	$3.57
Tier 5	$4.61
Tier 6	$5.93

Elevation Booster Surcharge ($/ccf*)

Area	CY 2014
B	-
A1	5-Year Moving Average of Actual Pumping Costs
A2	5-Year Moving Average of Actual Pumping Costs
A3	5-Year Moving Average of Actual Pumping Costs

**Water use is metered in units of ccf (hundred cubic feet)*

All Classes

Tier	Water Budget Allocation
Tier 1	0 - 100% Essential Usage
Tier 2	100% Essential Usage - 100% Efficient Usage
Tier 3	101-130% Efficient Usage
Tier 4	131-160% Efficient Usage
Tier 5	161-190% Efficient Usage
Tier 6	Above 191% Efficient Usage

APPENDIX C

Meter Charges	% Increase	2.50%	4.00%	5.50%	5.50%	5.50%
Meter Size	**CY 2014**	**CY 2015**	**CY 2016**	**CY 2017**	**CY 2018**	**CY 2019**
1" and Below	$31.27	$32.05	$33.33	$35.17	$37.10	$39.14
1.5"	$93.80	$96.15	$100.00	$105.50	$111.30	$117.42
2"	$143.85	$147.45	$153.35	$161.78	$170.68	$180.07
3"	$260.62	$267.14	$277.83	$293.11	$309.23	$326.23
4"	$427.44	$438.13	$455.66	$480.72	$507.16	$535.05
6"	$844.50	$865.61	$900.23	$949.75	$1,001.98	$1,057.09
8"	$1,344.96	$1,378.58	$1,433.72	$1,512.58	$1,595.77	$1,683.54
10"	$1,928.84	$1,977.06	$2,056.14	$2,169.23	$2,288.54	$2,414.41

Commodity Rates	% Increase	2.50%	4.00%	5.50%	5.50%	5.50%
	CY 2014	**CY 2015**	**CY 2016**	**CY 2017**	**CY 2018**	**CY 2019**
Tier 1	$0.73	$0.75	$0.78	$0.82	$0.87	$0.92
Tier 2	$0.84	$0.86	$0.89	$0.94	$1.00	$1.05
Tier 3	$2.37	$2.43	$2.53	$2.67	$2.81	$2.97
Tier 4	$3.57	$3.66	$3.81	$4.02	$4.24	$4.47
Tier 5	$4.61	$4.73	$4.92	$5.19	$5.48	$5.78
Tier 6	$5.93	$6.08	$6.32	$6.67	$7.04	$7.42

Drought Surcharge Per CCF

Stage No.	CY 2014	CY 2015	CY 2016	CY 2017	CY 2018	CY 2019
1	**N/A**	$0.45	$0.47	$0.49	$0.51	$0.53
2	**N/A**	$0.77	$0.80	$0.83	$0.87	$0.90
3	**N/A**	$1.19	$1.24	$1.29	$1.34	$1.39

Resolution No. 15-16
Honoring and Congratulating Randy Hardenbrook

WHEREAS, the Palmdale Water District was formed in 1918 under the provisions of Division 11 of the Water Code of the State of California and has been providing high quality water to the residents of Palmdale for 97 years;

WHEREAS, the Palmdale Water District's Mission Statement is to: provide high quality water to our current and future customers at a reasonable cost.

WHEREAS, the Palmdale Water District has been fortunate to have dedicated staff committed to this Mission Statement;

WHEREAS, Randy Hardenbrook, PWD Equipment Mechanic Supervisor, is embarking on a new adventure in life and is retiring from the Palmdale Water District;

WHEREAS, the members of the Palmdale Water District Board of Directors recognize his many years of valuable service and wish to extend the Board's utmost appreciation for his work and dedication during twelve years of service to the Palmdale Water District;

NOW, THEREFORE, BE IT RESOLVED that the Board of the Directors of the Palmdale Water District does hereby honor and congratulate Randy Hardenbrook for his twelve years of service to the Palmdale Water District and sincerely wish him well in all future endeavors.

PASSED AND ADOPTED by the Board of Directors of the Palmdale Water District at a regular Board meeting held December 9, 2015.

KATHY MAC LAREN, President,
Board of Directors

ROBERT ALVARADO, Vice President,
Board of Directors

JOE ESTES, Secretary,
Board of Directors

VINCENT DINO, Director
Board of Directors

MARCO HENRIQUEZ, Director,
Board of Directors

RESOLUTION NO. 15-17

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT ESTABLISHING ITS INVESTMENT POLICY

1.0 POLICY

WHEREAS; the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern; and

WHEREAS; the legislative body of a local agency may invest monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 5922 and 53601 et seq.; and

WHEREAS; the Deputy Treasurer of the Palmdale Water District ("District") shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, and report same to the Finance Committee, and it shall be considered by the Board of Directors at a public meeting;

NOW THEREFORE; it shall be the policy of the District to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds.

2.0 SCOPE

This investment policy applies to all financial assets of the District. These funds are accounted for in the annual district audit.

3.0 PRUDENCE

Investments shall be made with judgment and care, under circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the District, which persons of prudence, discretion and intelligence exercise in the management of their own affairs; not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived. The standard of prudence to be used by investment officials shall be the "prudent investor" standard (California Government Code 53600.3) and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

4.0 OBJECTIVES

When investing, reinvesting, purchasing, acquiring, exchanging, selling and managing public funds, the primary objectives, in priority order, of the investment activities shall be:

1. Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

2. Liquidity: The investment portfolio will remain sufficiently liquid to enable the District to meet all operating requirements which might be reasonably anticipated.

3. Return on Investments: The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and the cash flow characteristics of the portfolio.

5.0 DELEGATION OF AUTHORITY

The authority to invest public funds is expressly delegated to the Board of Directors. The Board re-delegates the investment function to the Board President or Vice President and the Deputy Treasurer. The Board President or Vice President designate the District's Financial Advisor as the Deputy Treasurer who shall have the authority to act on behalf of the District with the concurrence of the Board Finance Committee.

The investment of the District's monies is annually delegated by the Board of Directors to the Board President or Vice President and Deputy Treasurer (District Financial Advisor) who shall thereafter assume full responsibility for those transactions until the delegation is revoked or expires. The Board President or Vice President shall delegate the day-to-day operations of investing to the Deputy Treasurer, but not the responsibility for the overall investment program. All transactions will be reviewed by the Finance Committee on a monthly basis to assure compliance with the Investment Policy. (California Government Code Section 53607.)

6.0 ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

The Deputy Treasurer will maintain a list of financial institutions, selected on the basis of credit worthiness, financial strength, experience and minimal capitalization authorized to provide investment services. In addition, a list will also be maintained of approved security broker/dealers selected by credit worthiness who are authorized to provide investment and financial advisory services in the State of California. No public deposit shall be made except in a qualified public depository as established by state laws.

For brokers/dealers of government securities and other investments, the District shall select only broker/dealers who are licensed and in good standing with the California Department of Securities, the Securities and Exchange Commission, the Financial Industry Regulatory Authority (FINRA) or other applicable self-regulatory organizations.

Before engaging in investment transactions with a broker/dealer, the Deputy Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the District's account with that firm has reviewed the District's Investment Policy and that the firm understands the policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of the Investment Policy.

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

The District is empowered by California Government Code 53601 et seq. to invest in the following:

a. Bonds issued by the District.

b. United States Treasury Bills, Notes and Bonds.

c. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by, or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

d. Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 35% of the District's money which may be invested pursuant to this policy.

e. Monies held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease

installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

f. Bonds, notes, warrants or other evidence of debt issued by a local agency within the State of California, including pooled investment accounts sponsored by the State of California, County Treasurers, other local agencies or Joint Powers Agencies.

Such investments shall be limited to securities that at the time of the investment have a term remaining to maturity of five years or less, or as provided above.

The District shall not invest any funds covered by this Investment Policy in inverse floaters, range notes, interest-only strips derived from mortgage pools or any investment that may result in a zero interest accrual if held to maturity.

9.0 COLLATERALIZATION

All certificates of deposit must be collateralized by United States Treasury Obligations. Collateral must be held by a third party trustee and valued on a monthly basis. The percentage of collateralizations on repurchase and reverse agreements will adhere to the amount required under California Government Code 53601(j)(2).

10.0 SAFEKEEPING AND CUSTODY

All security transactions entered into by the District shall be conducted on delivery-versus-payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement.

11.0 DIVERSIFICATION

The District will diversify its investments by security type and institution. Assets shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities.

Diversification strategies shall be reviewed and revised periodically. In establishing specific diversification strategies, the following general policies and constraints shall apply:

a. Portfolio maturity dates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.

b. Maturities selected shall provide for stability of income and liquidity.

c. Disbursement and payroll dates shall be covered through maturities of investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.

12.0 REPORTING

The Deputy Treasurer, after review by the Finance Committee, shall submit to each member of the Board of Directors an investment report at least quarterly. The report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for District by third party contracted managers. The report will also include the source of the portfolio valuation. For funds which are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy, and (2) the District will meet its expenditure obligations for the next six months. The Deputy Treasurer shall maintain a complete and timely record of all investment transactions.

13.0 INVESTMENT POLICY ADOPTION

The Investment Policy shall be adopted by resolution of the District. Moreover, the Policy shall be reviewed on an annual basis, and modifications must be approved by the Board of Directors.

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Directors of Palmdale Water District held on December 9, 2015. Resolution No. 15-17 was adopted by the following vote:

AYES: President Mac Laren, Director Alvarado, Director Estes, Director Dino, Director Henriquez

NOES: None

ABSTAIN: None

President, Board of Directors
Palmdale Water District

ATTEST:

Secretary of the Board of Directors

APPROVED AS TO FORM:

Aleshire & Wynder, General Counsel

STATE OF CALIFORNIA)
) ss.
COUNTY OF LOS ANGELES)

I, Joe Estes, Secretary of the Palmdale Water District, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 15-17 of the Board of Directors of Palmdale Water District adopted at a Regular Meeting held on December 9, 2015 and that the same has not been amended or repealed.

Secretary, Board of Directors
Palmdale Water District

DATED: December 9, 2015

(S E A L)

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December 2, 2015

Finance Committee
Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

Dear Sirs:

This letter certifies that I have read and understand the Palmdale Water District Investment Policy. I will present investment recommendations and transactions that are appropriate under its terms and conditions.

Sincerely,

Michael R. Giordano, CIMA®
Senior Vice President – Wealth Management

James M. Giordano, CFP®, CRPS®
Senior Vice President – Wealth Management

Jessica K. Margetson, CFP®
Financial Advisor

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AUTHORIZING RESOLUTION/ORDINANCE

PALMDALE WATER DISTRICT RESOLUTION NO. 15-18

LITTLEROCK SEDIMENT REMOVAL PROJECT

WHEREAS, Proposition 1, the Water Quality, Supply and Infrastructure Act of 2014 provides funding for water supply reliability projects;

WHEREAS, the State of California provides low interest financing for drinking water projects through the State Revolving Fund (SRF);

WHEREAS, the Palmdale Water District's Strategic Water Resources Plan includes removing sediment from the Littlerock Reservoir to restore the reservoir space used for storage of a portion of the District's municipal water supply;

WHEREAS, the Palmdale Water District has completed an Administrative Draft EIR/EIS and 30% design of the Littlerock Sediment Removal Project;

WHEREAS, the Palmdale Water District needs financial assistance to complete the planning, environmental and design work for the Littlerock Sediment Removal Project.

NOW THEREFORE LET IT BE RESOLVED by the Board of Directors of the Palmdale Water District (the "District"), AS FOLLOWS:

SECTION 1. Funding for the Littlerock Sediment Removal Project meets the objectives of the Strategic Initiative # 1 – Outstanding Water Management;

SECTION 2. The General Manager (the "Authorized Representative") or designee is hereby authorized and directed to sign and file, for and on behalf of the District, a Financial Assistance Application for a financing agreement from the State Water Resources Control Board for the planning, environmental, and design of the Littlerock Sediment Removal Project (the "Project").

SECTION 3. The Authorized Representative, or his/her designee, is designated to provide the assurances, certifications and commitments required for the financial assistance application, including executing a financial assistance agreement from the State Water Resources Control Board and any amendments or changes thereto.

SECTION 4. The Authorized Representative, or his/her designee, is designated to represent the District in carrying out the District's responsibilities under the financing agreement, including certifying disbursement requests on behalf of the District and compliance with applicable state and federal laws.

CERTIFICATION

PASSED, APPROVED and ADOPTED this 9th day of December, 2015.

Kathy MacLaren, President
Board of Directors
Palmdale Water District

Joe Estes, Secretary
Board of Directors
Palmdale Water District

Approved as to form:

Aleshire & Wynder, LLP
District Legal Counsel

PLEDGED REVENUES AND FUND(S) RESOLUTION

PALMDALE WATER DISTRICT RESOLUTION NO. 15-19

LITTLEROCK SEDIMENT REMOVAL PROJECT

WHEREAS, the Palmdale Water District (Formerly known as Palmdale Irrigation District) was formed in 1918 under the provisions of the Water Code of the State of California;

WHEREAS, the Palmdale Water District's primary functions are to acquire, control, conserve, and distribute water for the beneficial use of inhabitants and water users within the District's service area;

WHEREAS, the Palmdale Water District has the Authority to construct, install, finance, and use/manage water from the Littlerock Sediment Removal Project;

WHEREAS, the Palmdale Water District has ownership of Littlerock Dam and Reservoir;

WHEREAS, the Palmdale Water District has the authority to charge fees for the water delivered from Littlerock Reservoir;

WHEREAS, the Palmdale Water District has the authority to enter into contracts with the State Water Resources Control Board for construction and repayment of the Littlerock Sediment Removal Project.

NOW THEREFORE BE IT RESOLVED, the Palmdale Water District (the "District") hereby dedicates and pledges the Water Sales Revenue Stream (excluding amounts necessary for payment of any operation and maintenance expenses associated with the Littlerock Sediment Removal Project (the "Project")) from the General Funds Category to payment of any and all amounts borrowed from the Clean Water State Revolving Fund for financing the Project.

SECTION 1. The District commits to collecting such revenues and maintaining such fund(s) throughout the term of such financing and until the District has satisfied its repayment obligation thereunder unless modification or change is approved in writing by the State Water Resources Control Board. Nothing contained herein shall commit the District to repayment of amounts borrowed from the Clean Water State Revolving Fund for financing the Project from any source except as specifically pledged hereunder. Additionally, nothing contained herein shall commit the District from payment of any amounts owed to the Clean Water State Revolving Fund in excess of amounts available

from the Water Sales Revenue Stream after payment of operation an maintenance expenses.

SECTION 2. So long as the financing agreement(s) are outstanding, the District's pledge hereunder shall constitute a lien in favor of the State Water Resources Control Board on the foregoing fund(s) and revenue(s) without any further action necessary.

SECTION 3. So long as the financing agreement(s) are outstanding, the District commits to maintaining the fund(s) and revenue(s) at levels sufficient to meet its obligations under the financing agreement(s).

CERTIFICATION

PASSED, APPROVED and ADOPTED this 9th day of December, 2015.

Kathy MacLaren, President
Board of Directors
Palmdale Water District

Joe Estes, Secretary
Board of Directors
Palmdale Water District

Approved as to form:

Aleshire & Wynder, LLP
District Legal Counsel

Palmdale Water District
Accounts Payable Report
Issuance Date: December 23, 2015

12/16/2015

Vendor Name	Document Number	Document Description	Document Amount
ACWA/JPIA	0384305/12-07-15	HEALTH BENEFITS THRU JAN2016	124,554.94
AIRGAS USA LLC	9045977292	SS SCRATCH BRUSHES, ETC	16.81
	9932048599	MONTHLY CYLINDER RENTAL	725.25
	9045977293	COMPRESSED AIR	475.20
ALEX T. T ROCHA	44813043-1009152	CASH FOR GRASS PROGRAM	806.00
ANDY GUMP INC	INV335195	MONTHLY RENTAL CHARGE	400.41
ANTELOPE VALLEY PRESS	32115015 & 4189290	ADVERTISEMENT	1,617.56
	V15-5636	RENEWAL ACCT NO: 348961	216.91
AT & T	V15-5762	TELEPHONE UTILITIES	224.58
BABCOCK LABORATORIES INC	BL50646-8356	LAB TESTS	110.00
BEAR STATE PUMP & EQUIP CORP	62675	INSPECT & REBUILD PUMP	5,612.80
BRUIN GEOTECHNICAL SERVICES INC	1511312022015	COMPACTION TESTING	986.00
CARQUEST AUTO PARTS	12199-299601	STA-BIL FUEL STABLZER, ETC	17.18
	12199-299737	BATTERY TERMINAL PROTECTOR	9.91
	12199-299762	TURN/TAIL LAMPS	29.43
	12199-299790	SILVER 550 CCA	106.50
	12199-300260	20W-50 HIGH MILEAGE	49.06
CED LANCASTER CA	3978-678535	EMT (3000), COND CLAMP, ETC	163.98
	3978-678309	SCH40 CONDUIT, DUCT TAPE, ETC	277.23
	3978-678334	3/4 AL BODY ASSEMBLY, ETC	240.11
	3978-677997	OUTLET BOX, SAW BLADES,ETC	191.34
COFFEE BREAK SERVICE INC	224427	COFFEE SUPPLIES	491.50
COPY R OFFICE SOLUTIONS LLC	85752	COMPATIBLE WASTE TANK	40.80
CORELOGIC SOLUTIONS LLC	81638752	REALQUEST THRU NOVEMBER	825.00
CRANES WASTE OIL INC	138302	WASTE OIL PICK-UP	235.00
CULLIGAN OF SYLMAR	984708/11-30-15	ACCT: 984708	35.80
	1508386	ACCT: 984500	29.15
	1508387	ACCT: 984567	32.95
	1506501	ACCT: 1328442	33.85
	1508219	ACCT: 353086	30.15
	984625/11-30-15	ACCT: 984625	32.95
	1508385	ACCT: 984484	30.20
	1508388	ACCT: 984740	40.85
	1506497	ACCT: 1337450	32.85
	1506503	ACCT: 984542	35.80
	1506506	ACCT: 984609	35.80
	1508389	ACCT: 984765	32.95
	1506498	ACCT: 984682	35.80
	1508390	ACCT: 984781	31.50
	1506504	ACCT: 984666	34.35
	1507440	ACCT: 1335959	32.85
	1508999	ACCT: 1335975	30.00
	1506769	ACCT: 984641	1,121.25
	1507317	ACCT: 984823	368.20
	1508391	ACCT: 984807	31.50
	1506505	ACCT: 984583	34.85

Palmdale Water District
Accounts Payable Report
Issuance Date: December 23, 2015

Vendor Name	Document Number	Document Description	Document Amount
CULLIGAN OF SYLMAR	1506499	ACCT: 984526	76.55
	1506502	ACCT: 1317221	31.00
	1507439	ACCT: 1317247	33.85
	1507441	ACCT: 1317239	31.00
	1506507	ACCT: 1337468	32.85
	1507442	ACCT: 1317254	33.85
DELL MARKETING L.P.	XJTRWCC74	CUSTOMER KIT 90W AC ADAPTER	167.84
DEPT OF WATER RESOURCES	015-018-T/DEC 2015	INVOICE NO: 015-018-T	189,032.00
	15-017-O/DEC 2015	INVOICE NO: 15-017-O	9,320.00
	15-006-E/DEC 2015	CREDIT INV: 15-006-E	(1,162.00)
DESERT INDUSTRIAL SUPPLY	987530	4X4 CLAY-CLAY PIPE COUP,ETC	71.02
	991987	PVC CUTTER, ETC	84.10
	987529	4X4 CLAY-PLASTIC/CI PIPE COUP	72.55
	P24320	2"SCH80 PVC SS COUPLING, ETC	42.10
EDISON COMPANY	V15-5765	ELECTRIC UTILITIES	94,014.66
	V15-5764	ELECTRIC UTILITIES	31,542.36
ELITE CAR CARE INC	56341	CHECK OIL PRESSURE /#281-93	75.00
ENVIRONMENTAL OUTSOURCE INC	9094	TRAINING SERVICES	180.00
ERNST & YOUNG US LLP	USO131402207	ACCOUNTING SERVICES	600.00
EUROFINS EATON ANALYTICAL INC	LO236161/10-12-15	LAB TESTS	150.00
	LO243153/12-05-15	LAB TESTS	960.00
	LO234581/09-30-15	LAB TESTS	215.00
	LO244131/12-12-15	LAB TESTS	850.00
	LO233630/9-23-15	LAB TESTS	65.00
	LO233631/09-23-15	LAB TESTS	80.00
EVOQUA WATER TECHNOLOGIES LLC	902427747	RENTAL FOR DI TANK	90.03
FOUR STAR PRINTING INC	77244	CLASSIC LINEN LETTERHEAD	140.60
FREIGHTQUOTE.COM	11403818	FREIGHT CHARGE	767.89
GA INDUSTRIES LLC	439014869/10-30-15	KINETIC COMBO AIR KIT, ETC	106.86
GOVERNMENT JOBS INC	INV16595	RENEWAL FOR NEOGOV	1,500.00
GOWEST LEASING	140707	LEASE#GML-2934A01/JAN 2016	17,296.11
GRAINGER	9904568848	DC SPEED CONTROLS 90/180VDC	1,041.81
H&H WHOLESALE PARTS	2IN0014035	SWITCH	10.19
HARRINGTON	005A6125	1" VALVE BALL TUBV S/T PVC,ETC	587.45
HD SUPPLY WATERWORKS LTD	E841883	30X1/16 FLG RING GASKETS,ETC	461.46
	E842621	CALIBRATION HOUSING KITS	223.05
	E864375	12"ADAPTER DI MJXFLG, ETC	2,778.00
	E868124	6" 45 ELL FLANGE	1,308.00
	E842369	6"FLGXFLG DI PIPE 82"C/L, ETC	732.36
	E868626	KOPPERS #50 BITUMINOUS, ETC	595.08
HOME DEPOT CRC	NOV	CHARGES THRU 11-27 STMNT	3,108.64
INLAND WATER WORKS SUPPLY CO.	279823	CALIBRATION GEAR TRAIN	438.73
IPSWITCH INC	IN564102	MOVEIT CLOUD RENEWAL	5,580.10
KENNEDY/JENKS CONSULTANTS	97313	URBAN WATER MGMT PLAN UPDATE	4,186.25
LAGERLOF,SENECAL,	51945/12-9-15	RE: EMERGENCY PREPAREDNESS	359.79
	DEC 2015	EORM PHASE 2 SERVICES	1,000.00

Palmdale Water District
Accounts Payable Report
Issuance Date: December 23, 2015

Vendor Name	Document Number	Document Description	Document Amount
LEXISNEXIS RISK DATA MGMT	1468444-20151130	INSTANT ID THRU NOV	31.35
MCMASTER-CARR SUPPLY CO.	44012061	WIRE ROPE SLING W/HOOKS	290.03
MICROSOFT	E04001LT05	OFFICE 365 ENTERPRISERENEWAL	21,828.00
MISSION UNIFORM SERVICE	230901/NOV 2015	ACCT NO: 230901	176.16
	140527/NOV 2015	ACCT NO: 140527	1,913.48
	141327/NOV 2015	WTP ACCT: 141327	1,259.55
NEW CONNECTIONS COMMUNICATION	5557561-113015	ANSWERING SERVICES	477.42
NOBBYS AUTO PARTS	088143	STEMCO/TR#86	27.01
PATTON SALES CORP	2991197	1/16 ALUM PL BRITE FIN(4X16)	93.39
QCS BUILDING SERVICES INC	14115	WTP JANITORIAL SERVICES	537.00
	14114	JANITORIAL SVCS/OFFICE & NOB	1,588.00
	14160	WTP JANITORIAL SUPPLIES	153.12
	14159	JANITORIAL SUPPLIES/OFFICE&NOB	728.64
QUINN COMPANY	PC820372491	MACHINE SCREWS	5.67
	PC820372662	EDGE-CUTTING, BOLT,WASHER,ETC	396.91
ROW TRAFFIC SAFETY INC	14539	BARRICADES, CONE SIGNS,ETC	263.42
RZ RADIO LLC	IN-115112880	RADIO ADS/KAVL-AM	280.00
	IN-115112881	RADIO ADS/KTPI-FM	980.00
	IN-115112882	RADIO ADS/KTPI-AM	80.00
SECTRAN SECURITY INC	15120819	SERVICE FOR DECEMBER 2015	308.00
SHERYL STACY	44928036-1018344	CASH FOR GRASS PROGRAM	1,777.50
SPRINT	413736594/12-4-15	ACCT NO: 413736594	12.69
STAPLES ADVANTAGE	8037024433	SIGN HOLDER,COPY PAPER,ETC	189.53
STERLING WATER TECHNOLOGIES LL	4749	ZINC ORTHO PHOSPHATE	19,238.20
THE GAS COMPANY	V15-5763	GAS UTILITIES	6,240.70
THE SHREDDERS	245506	DOCUMENT SHREDDING	150.00
TIME WARNER CABLE	12-15 TO 01-14	ACCT NO: 8448200051304094	1,545.00
TREBOR SHORING RENTALS	121538-3	SAFETY SHORING FOR CREW	10,533.63
TRIPEPI SMITH & ASSOCIATES	1813	INTRANET SITE PROJECT	3,880.00
	1824	WEBSITE MAINTENANCE FEE	350.00
UNDERGROUND SERVICE ALERT/SC	1120150536	TICKET CHARGES THRU NOV	103.50
UNITED REFRIGERATION INC	49186953-00	GAS VALVE	123.57
UNITED RENTALS NORTH AMERICA IN	133372269-001	TRUCK STAKE 22'W/LIFT GATE	306.95
UNIVERSAL ELECTRONIC ALARMS, INC	TRN-CA24442	ACCT: U21-1649 WELL SITE 33	35.00
	TRN-CA24443	ACCT: U21-1650 WELL SITE 30	35.00
	TRN-CA24444	ACCT: U21-1651 WELL SITE 25	35.00
	TRN-CA24445	ACCT: U21-1652 WELL SITE 35	35.00
	TRN-CA24453	ACCT: U21-1767 CONST ROOM	27.00
	TRN-CA24454	ACCT: U21-1768 DOG HOUSE	27.00
	TRN-CA24455	ACCT: U21-1769 NOB AREA	27.00
	TRN-CA24456	ACCT: U21-1770 ADMIN BLDG	27.00
USC FOUNDATION	12920	MEMBERSHIP RENEWAL JAN-DEC	1,000.00
WILLIAM EDWARDS PHOTOGRAPHY	114518	BOARD OF DIRECTOR PHOTO	212.55
YATES TRUCKING INC	12274	CLASS A-BASE, FILLSAND	1,009.66
	12286	FILLSAND, CLASS A-BASE	1,217.50
		Total Payables:	**589,014.36**

PWD ACCOUNTS PAYABLE HANDCHECKS

12-2 TO 12-16

DATE	VENDOR	CHECK TOTAL	CHECK NUMBER
12/8/2015	PALMDALE RECYCLED WATER AUTH	1,500.00	51530
12/8/2015	ALESHIRE & WYNDER LLP	6,672.97	51531
12/8/2015	USLIFE INS CO NY	362.00	51532
12/8/2015	LOS ANGELES COUNTY	2,285.00	51533
12/10/2015	PARAGON PRODUCTIONS	600.00	51534
12/10/2015	TIME WARNER CABLE	1,099.00	51535
12/10/2015	U.S.BANK CORP PYMNT SYSTEM	17,882.61	51536
12/10/2015	JUAN SOTO	98.14	18320
12/14/2015	JUDITH HERNANDEZ	330.67	51537
12/15/2015	VICTOR ORELLANA	500.00	18321
12/15/2015	GREATER A.V. ECONOMIC ALLIANCE	1,000.00	51538

SUB-TOTAL **32,330.39**

TOTAL PAID **32,330.39**

12/30/2015

Palmdale Water District
Accounts Payable Report
Issuance Date: December 30, 2015

Vendor Name	Document Number	Document Description	Document Amount
ALLIANCE ENVIRONMENTAL GROUP IN	99271	A/C PIPE REMOVAL/15-409	26,875.00
AT & T	V15-005797	TELEPHONE UTILITIES	1,294.79
AV GARDEN & TURF	3684	DISTRICT OFC LANDSCAPING	1,156.60
	3685	REPL BARB WIRE/WELL 2	375.00
	3686	IRR CTRL VALVE & REGULATOR	403.61
COPY R OFFICE SOLUTIONS LLC	86195	TONER AND FREIGHT CHARGE	292.54
	86202	FREIGHT CHARGE	13.50
CREDIT BUREAU OF LANCASTER	2499	CREDIT REPORTS	283.50
DELL MARKETING L.P.	XJTX14F15	TWO RUGGED LAPTOPS	5,519.91
EDISON COMPANY	V15-005796	ELECTRIC UTILITIES	6,484.79
FASTENAL COMPANY	CALAN42905	S/S TRUBOLT 5/8 X 5	35.25
	CALAN42969	S/S TRUBOLT 1/2 X 7	98.43
FEDEX	5-260-35244	ACCT NO: 1519-5429-4	292.34
FOUR STAR PRINTING INC	77408	BUSINESS CARDS/C. LOUGH	52.32
	77385	DIRECTORS POSTERS	147.15
GE CAPITAL	63970805	BILLING ID: 90136171460	3,336.05
HACH COMPANY	9684645	POCKET COLORIMETER/CHLOR REAGE	1,122.13
IDEXX DISTRIBUTION INC	296128935	STERILE WATER/SIMPLATES	337.82
IGS ENERGY	69869145	ACCT NO: 0570515199	1.70
INFOSEND INC	100380	BILLING STATEMENTS, ETC.	2,108.49
	99887	BILLING STATEMENTS, ETC.	1,503.55
	100027	BILLING STATEMENTS, ETC.	6,005.32
	100237	ADDRESS CHANGE SERVICE	8,321.89
ITRON INC	398023	HARDWARE & SOFTWARE MAINT.	1,543.88
KEMIRA WATER SOLUTIONS INC	9017482882	BULK FERRIC CHLORIDE	11,565.45
KYOCERA	55B1244739	CONTRACT OVERAGE CHARGE	1,260.99
LAGERLOF,SENECAL,	V15-005815/NOV	ADJUDICATION SVCS THRU NOV	10,695.74
McCALL'S METER SALES & SERVICE	27708	FIELD METER TESTING & REPAIR	3,696.11
NTU TECHNOLOGIES INC	9272	PRO PAC 98900 CAT POLY	22,181.20
PROTECTION ONE	01/08/16-02/07/16	WTP SECURITY ACCT: 60497328	75.00
SS&C TECHNOLOGIES INC	INV432054	CREDIT TRANSACTIONS	87.00
STAPLES ADVANTAGE	8037212339	2016 CALENDARS, PENCILS, ETC.	273.64
THE GAS COMPANY	05431497006/NOV	GAS UTILITIES	263.64
TIME WARNER CABLE	12/24-01/23	ACCT NO: 8448200051041845	1,352.49
VERIZON WIRELESS	9757385717	ACCT: 242002439-00001	2,464.47
	9757385718	ACCT: 242002439-00002	1.58
YATES TRUCKING INC	12309	3/8" COLD MIX ASPHALT	2,577.17
YP	V15-005801	ACCT NO: 8306014173-00002	15.00
		Total Payables:	**124,115.04**

01/06/2016

Palmdale Water District
Accounts Payable Report
Issuance Date: January 13, 2016

Vendor Name	Document Number	Document Description	Document Amount
AFFORDABLE TIRE	532043	TIRE/TR#281-126	174.00
	540020	MOUNT TIRE	35.00
	531765	SCRAP TIRE REMOVAL	207.50
AIRGAS USA LLC	9046806628	12000 SERIES KIT	236.92
	9046806629	SAFETY GLASSES, ETC	17.01
ALIREZA ABOUSAEEDI	17489001	CASH FOR GRASS PROGRAM	2,268.00
AMERICAN FIDELITY HEALTH SVCS AD	JAN 2016	HSA FEE ELECTRONIC BILL/JAN	76.00
ANDY GUMP INC	INV336925	OFF ROUTE SERVICE	77.00
AT & T	V16-106	TELEPHONE UTILITIES	102.54
AW DIRECT	SIO2135801	LED BEACON LIGHT	262.66
CA-NV SECTION, AWWA	B.PASPALOF	CROSS-CONN CTRL RENEWAL	80.00
CAROLLO ENGINEERS	0146006	PROFESSIONAL SVCS THRU NOV2015	2,285.35
	0145258	PROFESSIONAL SVCS-OCT 2015	3,734.75
CARQUEST AUTO PARTS	12199-300530	BRAKE PADS, OIL FILTERS	60.51
	12199-300905	OIL PUMP, TIMING COVER SET	191.15
	12199-300953	STRIKER	17.24
	12199-301042	TIMING CHAIN SET -3PIECE	35.31
	12199-301185	FRONT IMPACT SENSOR	96.72
	12199-301229	HALOGEN SEALED BEAM	18.29
	12199-300450	CREDIT RETURN	(106.50)
	12199-301049	10IN BEAR CLAW ICE SCRAPERS	19.08
	12199-301991	CERAMIC BRAKE PAD	85.86
	12199-301992	INTERIOR DOOR HANDLE	16.49
CED LANCASTER CA	3978-678029	IDEC RU2SD24	196.20
CIRCULATING AIR INC	133213	HVAC REPAIR SCADA OFFICE	258.45
CLARK PEST CONTROL	35179	SQUIRREL CONTROL/PLM DAM	1,920.00
COFFEE BREAK SERVICE INC	226856	COFFEE SUPPLIES	423.55
DARYL'S PLUMBING	65939	FIXED LEAK MEN'S UPSTAIRS BATH	75.00
DESERT INDUSTRIAL SUPPLY	992756	1" SCH 80 PVC ADAPTORS, ETC	64.46
	994208	4"X20'SDR-35 PVC GSKT PIPE	28.80
	991480	2" S-40 PVC PRESS, ETC	74.34
	991484	FOAM INSULATION,BRASS PLUG	42.98
	992153	2-1/2 X CLOSE GALV NIPPLES	18.87
	992663	PVC CUTTER, ETC	87.40
	992679	1-1/4 SCH 80 PVC ADAPTORS,ETC	11.99
EDISON COMPANY	V16-107	ELECTRIC UTILITIES	2,635.90
ELITE CAR CARE INC	56450	REPAIR & PARTS/TR#281-98	667.56
ELITE CARPET CARE INC	38980	TILE&GROUT CLEANING, ETC	2,475.00
	38981	CARPET CLEANING @ NOB	385.00
EUROFINS EATON ANALYTICAL INC	LO246125	LAB TESTS	960.00
EVOQUA WATER TECHNOLOGIES LLC	902453965	CARBON REMOVAL SERVICE	62,729.50
	902441069	TANK EXCHANGE	202.17
GOODSPEED DISTRIBUTING INC	009693-IN	CHV HDAX 5200 LOW ASH 30-981	2,814.33
GREENE BACKFLOW	2526	TEST& CERTIFY BACKFLOW DEVICES	310.08
HAGEMEYER NORTH AMERICA INC	IO-09272-11	SCBA FLOW TESTS	820.00
HARRINGTON	'005A5917	1"UNION S PVC VIT SCH80	22.43

Palmdale Water District
Accounts Payable Report
Issuance Date: January 13, 2016

Vendor Name	Document Number	Document Description	Document Amount
HARRINGTON	005A6151	SENSOR DIG PRES 0-10PSI , ETC	565.65
	005A6150	SENSOR DIG PRES 0-10PSI , ETC	565.65
	005A6338	ECHOPOD MULTI TRANSMITTER	341.97
	005A6224	MAGMETER FLO SNSR PDVF, ETC	1,884.18
	005A6336	ECHOPOD MULTI TRANSMITTER	330.05
	005A6406	ECHOPOD MULTI TRANSMITTER	330.05
	005A6284	LAMP TURBIDITY EPA WHT PKG/5	553.79
	005A6335	4"UNION S PVC VIT SCH80	189.51
	005A6337	ECHOPOD MULTI TRANSMITTER	330.05
	005A6332	SENSOR DIG PRE 0-10PSI, ETC	566.22
	005A6333	SENSOR DIG PRES 0-10PSI , ETC	566.22
	005A6334	SENSOR DIG PRES 0-10PSI, ETC	566.22
HOME DEPOT CRC	DEC 2015	CHARGES THRU 12-28-15 STMNT	2,865.89
IDEXX DISTRIBUTION INC	296423863	COLILERT, VESSELS, ETC	10,457.50
IGS ENERGY	243958	ACCT: 1843731125	4,086.63
	243959	ACCT: 1843730801001	1,587.63
LEXISNEXIS RISK SOLUTIONS	1468444-20151231	INSTANT ID THRU DECEMBER	30.15
LILLESTRAND LEADERSHIP CONSULTI	6676	CONSULTING SERVICES	3,117.75
LOWE'S COMPANIES INC	DEC 2015	CHARGES THRU 12-25-15 STMNT	95.12
MCMASTER-CARR SUPPLY CO.	45166769	SS STUD ANCHORS FOR CONCRETE	160.29
	45362816	HEX FIRE HOSE ADAPTERS	164.22
MISSION UNIFORM SERVICE	141327/DEC 2015	WTP ACCT: 141327	1,631.02
	230901/DEC 2015	ACCT: 230901	225.10
	140527/DEC 2015	ACCT: 140527	2,228.05
MWH AMERICAS, INC	1700040	WTR MASTER PLAN UPDATE AUG-OCT	16,899.45
	1701574	WTR MASTER PLAN UPDATE OCT-DEC	4,004.07
NATIONAL COMMISSION FOR THE	V16-57	ANNUAL NCCCO TEST SITE FEE	50.00
NEW CONNECTIONS COMMUNICATION	5557561-010116	MONTHLY ANSWERING SERVICES	578.50
NEWARK ELEMENT14	27259133	METER CAPACITANCE	171.80
	27301083	DC/DC CONVERTER PANELS	184.74
NUPRINT LASER PRINTER SERVICE IN	6332	REPLACE ROLLER ON MICR PRINTER	138.33
PATTON SALES CORP	2993928	ALUM ANGLE 10'	101.70
	2994294	SQ TUBING 10', 1/2"BASE PLATE	180.33
	2999082	1/16 ALUM PL BRITE FIN(4X16)	64.09
	2999864	RECT TUBE 20'	84.37
PIONEER RESEARCH CORPORATION	244971	HIGH TRACTION-WHT KIT	349.50
RALLY AUTO GROUP INC	553110	CABLE, HANDLE	15.46
ROYAL RECOGNITION INC	15-46709	COMPLETE EMPLOYEE BROCHURES	11.03
SIEMENS INDUSTRY INC	5443935883	SECURITY ACCESS PROJECT	36,175.98
SIERRA WORKFORCE SOLUTIONS	63820/10-31-15	JULY THRU OCT SOFTWARE SETUP	7,173.25
STAPLES ADVANTAGE	8037119830	2016 CALENDAR DESKPADS, ETC	373.90
	8037364486	CREDIT MEMO	(105.47)
STARNIK SYSTEMS INC	6472	UTILITY TRAKR	7,900.00
STERLING WATER TECHNOLOGIES LL	4817	POTASSIUM PERMANGANATE BULK	14,780.93
TECHNOLOGY UNLIMITED INC	300394	ANNUAL MAINTENANCE CONTRACT	1,705.82
THYSSENKRUPP ELEVATOR CORP	3002277548	ELEVATOR MAINTENANCE/JAN	275.72

Palmdale Water District
Accounts Payable Report
Issuance Date: January 13, 2016

Vendor Name	Document Number	Document Description	Document Amount
TIME WARNER CABLE	1-7 TO 2-6	WTP ACCT: 8448200051339876	1,099.00
TIME WARNER CABLE MEDIA	INV-90068478	COMMERCIAL ADS THRU NOV	1,231.00
UNDERGROUND SERVICE ALERT/SC	1220150538	TICKET CHARGES THRU DEC	100.50
UNITED PARCEL SERVICE	00000Y2736505	ACCT NO: OY2736	57.30
UNITED REFRIGERATION INC	49480770-00	PULLEY FOR WTP HVAC	47.91
UNIVERSAL ELECTRONIC ALARMS, INC	TRN-CA24723	ACCT: U21-1649 WELL SITE 33	35.00
	TRN-CA24724	ACCT: U21-1650 WELL SITE 30	35.00
	TRN-CA24725	ACCT: U21-1651 WELL SITE 25	35.00
	TRN-CA24726	ACCT: U21-1652 WELL SITE 35	35.00
	TRN-CA24736	ACCT: U21-1767/ CONST ROOM	27.00
	TRN-CA24737	ACCT: U21-1768 DOG HOUSE	27.00
	TRN-CA24738	ACCT: U21-1769 NOB	27.00
	TRN-CA24739	ACCT: U21-1770 ADMIN BLDG	27.00
WASTE MGMT OF ANTELOPE VALLEY	8469158-2508-3	ACCT: 508-0037725-2508-9	492.62
	8469159-2508-1	WTP ACCT: 508-0039093-2508-0	291.94
YATES TRUCKING INC	12314	FILLSAND, CLASS A-BASE	1,222.78
		Total Payables:	**216,558.35**

PWD ACCOUNTS PAYABLE HANDCHECKS

12-16 TO 01-06

DATE	VENDOR	CHECK TOTAL	CHECK NUMBER
1/4/2016	COUNTY OF LA FIRE DEPT	3,000.00	51668
1/5/2016	USLIFE INS CO NEW YORK	360.10	51670

SUB-TOTAL **3,360.10**

TOTAL PAID **3,360.10**

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

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

DATE: January 5, 2016 **January 13, 2016**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON REORGANIZATION OF THE BOARD OF DIRECTORS.***

Attached is a copy of Article 4 of the District's Rules and Regulations, Section 4.05: Officers of the Board and Section 4.06: Duties and Obligations of the Officers of the Board.

Supporting Documents:

- Rules and Regulations Article 4 Section 4.05
- Rules and Regulations Article 4 Section 4.06

4.04: BOARD ACTION

The Board may take action by motion, resolution, or ordinance. The affirmative vote of at least three Directors is necessary for the Board to take action. Motions and resolutions may be adopted on voice and/or mechanical vote: roll call shall be taken if requested by any Director. Ordinances shall be adopted on roll call vote.

4.04.1 ORDINANCES

Where an ordinance is required by statute, but the procedure for such ordinance is not specified, the Board shall adopt the ordinance as follows:

1. The ordinance shall be noticed as an agenda item for two consecutive Board meetings.

2. The ordinance shall be introduced and read at two consecutive regular Board meetings, unless a motion is made and passed by a majority of the Board to waive the full reading of the ordinance. The ordinance may then be passed.

3. The ordinance shall become effective thirty (30) days after adoption and shall be published, within ten (10) days after its adoption, at least once for one week in a newspaper of general circulation within the boundaries of the District.

4.05: OFFICERS OF THE BOARD

The officers of the Board shall be:

President, Vice President, Treasurer and Secretary.

Officers shall be elected by a 3/5 majority vote of the Board. The Board shall reorganize every two years, following an election, unless by a 3/5 majority vote the Board approves a reorganization at any other time.

4.06: DUTIES AND OBLIGATIONS OF THE OFFICERS OF THE BOARD

Other than the duties and obligations specified herein, Officers have no rights or authority different from any other Director. In addition to such duties and

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

4.06.1 PRESIDENT

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

4.06.2 VICE PRESIDENT

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

4.06.3 TREASURER

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

4.06.4 SECRETARY

Certify or attest to the actions taken by the Board. Sign the minutes of the Board meeting following their approval. In the absence of the Secretary from any meeting at which the Board approved meeting minutes, the Vice President, if present, shall sign the meeting minutes. In the event of an early vacancy in the position of Vice-President, the Board shall elect a new Vice-President in accordance with Section 4.04.

4.07: DUTIES AND OBLIGATIONS OF ALL DIRECTORS

4.07.1 RULES OF CONDUCT

The Board of Directors shall at all times conduct itself in accordance with all applicable Federal laws, State laws, Local laws, and the District's Rules and Regulations. Any violations by any Director of these Rules and Regulations, including this Article IV, may be addressed by the Board in the manner provided in the Rules of Procedure, attached hereto as Appendix DD at Section IV.B.

4.07.2 PARTICIPATION IN OFFICIAL BUSINESS OF THE DISTRICT

Directors shall attend all regular and special meetings of the Board, including committee meetings, and other functions as approved in advance by the Board of Directors, including those listed in Appendix V. In the event a Director is unable to attend a meeting, or other official business of the District, the Director shall notify the President and General Manager with as much advance notice as reasonably practical, or as soon thereafter as reasonably practical. Failure to attend four consecutive regular meetings of the Board, without the prior approval of the Board, will result in loss of committee assignments. The Board shall excuse absences by approving such absences pursuant to the Consent Calendar at the next regular Board meeting.

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

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

DATE:	January 6, 2016	**January 13, 2016**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Jennifer Emery, Human Resources Director	
VIA:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON PROPOSAL RECEIVED FROM ROTHMAN BUSINESS INTERIORS FOR FRONT OFFICE MODIFICATIONS.***	

Recommendation:
Staff recommends the Board approve the Proposal received from Rothman Business Interiors to modify the front office work space in the not-to-exceed amount of $4,241.00.

Alternative Options:
The alternative is to not approve this proposal.

Impact of Taking No Action:
There will be no modifications to the front office work space.

Background:
The Board approved a proposal from Itzen Architects, Inc. to create a schematic design of the District's front lobby and customer service area to help create a more customer-friendly atmosphere. The schematic design was presented to the Board, and a subsequent proposal to develop a construction cost estimate was approved. However, due to budget constraints, further work recommended by Itzen Architects, Inc. is on hold.

The front counter work space needs to be reconfigured to allow more comfort for staff as they assist customers, and the front office cubicles need to be reconfigured to create two additional work stations to avoid sharing of desks.

Rothman Business Interiors provided the original interior design for the office building and have provided modifications and upgrades over the years. Staff is familiar with the quality of their workmanship and is confident in their ability to provide the proposed modifications.

Strategic Plan Initiative:
This work is part of Strategic Initiative No. 5 – Exceptional Customer Service

Budget:
Funds for this work are available under Budget Item No. 1-08-6300-500 (Safety/Ergonomics).

Supporting Documents:
- Rothman Business Interiors Proposal

Rothman Business Interiors
121 Carriage Lane; Suite 107
Lancaster, CA 93534
Tele (661) 942-9421

Date 09/30/15
Est. No. 24344

Estimate

PROJECT:
C.S Counter Revamp

CLIENT
PALMDALE WATER DISTRICT
2029 EAST AVENUE Q
PALMDALE, CA 93550
TELE(661) 947-4111
Attn Tammy

Description	Total
RETROFIT 4 WORK STATIONS @ CUSTOMER SERVICE COUNTER	1,694.00
1) Reconfigure & Retrofit Counter Cash Drawers @ 4 Work Stations With Foot Rest	
Sales Tax	0.00

Thank you for the opportunity to be of service. Upon Customer Signature, this custom order can not be cancelled.

Total **$1,694.00**

X_____Date_____Standard Terms: 50% Deposit & Balance Delivery.
UNLESS GSA CONTRACT MANUFACTURE AGREEMENT

Rothman Business Interiors
121 Carriage Lane; Suite 107
Lancaster, CA 93534
Tele (661) 942-9421

Date 10/12/15
Est. No. 24347

Estimate

PROJECT:
Re do C.S. ALL workStations

CLIENT
PALMDALE WATER DISTRICT
2029 EAST AVENUE Q
PALMDALE, CA 93550
TELE(661) 947-4111 fax 947-8604
Attn Tammy

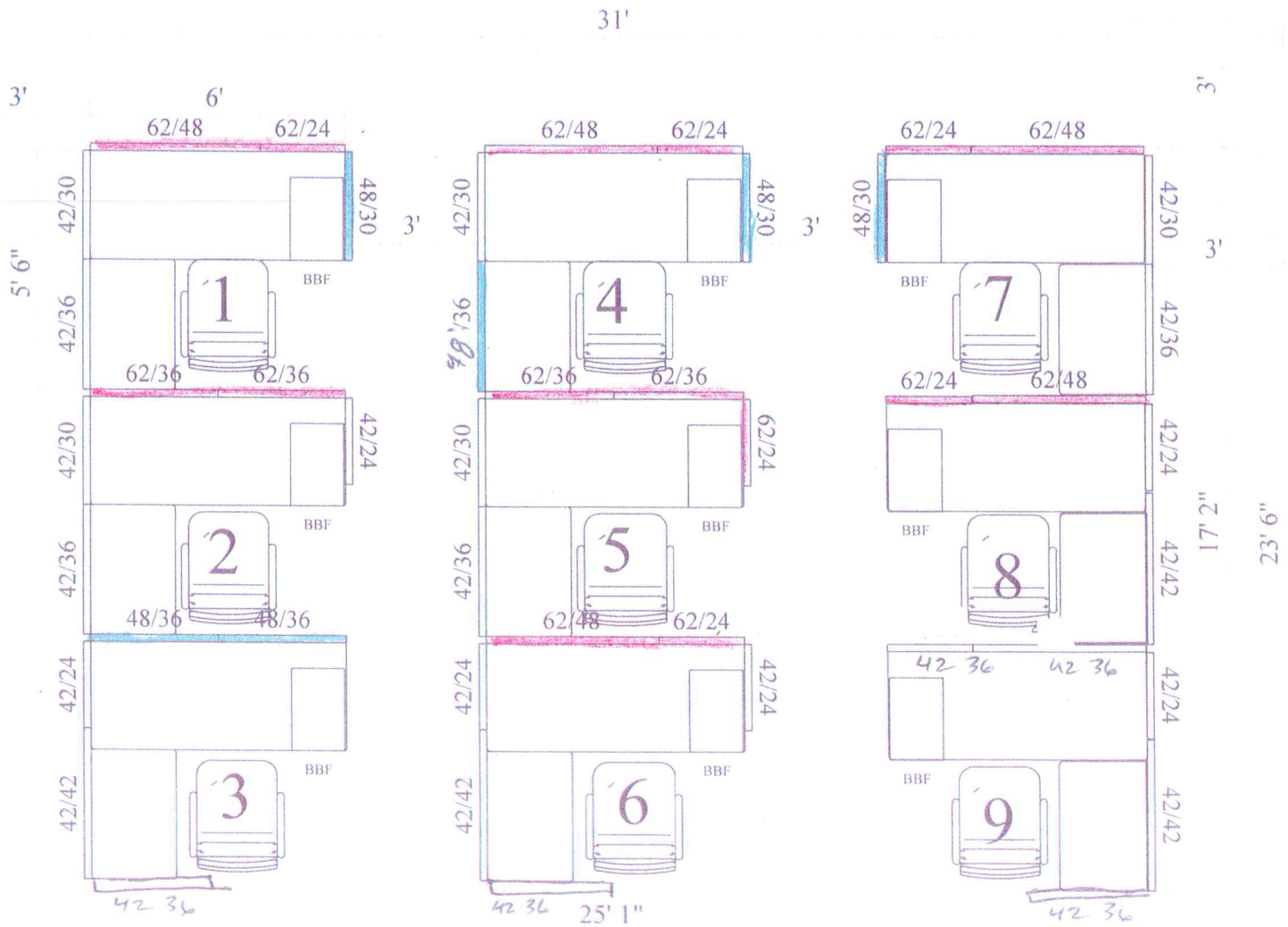
Description	Total
tear down to prep to Reconfigure all front customer service cubicals	849.00
reconfigure & custom cut work surfaces to fit	849.00
Reassemble all to ADD 2 Work stations & Tall Panels in Front for Privacy to work	849.00
Sales Tax	0.00

Thank you for the opportunity to be of service. Upon Customer Signature, this custom order can not be cancelled.

Total $2,547.00

X_____Date_____Standard Terms: 50% Deposit & Balance Delivery.
UNLESS GSA CONTRACT MANUFACTURE AGREEMENT

PWD C.S. Work Stations: CONCEPT ONLY;
Re-Configure to ADD 2 Stations & Front Stations 60" high Privacy Panels



Oct. 12, 2015 by: Rothman Business Interiors

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 6, 2016	**January 13, 2016**
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. 7.3 - CONSIDERATION AND POSSIBLE ACTION ON CHANGE ORDER NO. 1 TO SPECIFICATION NO. 1402-A BEING THE CONSTRUCTION AND IMPLEMENTATION OF THE PALMDALE WATER DISTRICT SITE SECURITY IMPROVEMENT PROJECT***	

Recommendation:
Staff recommends ratification of Change Order No. 1.

Financial Impact:

Original Construction Contract Price:	$ 259,816.00
Proposed Change Order No. 1:	$ 28,628.90
Total Construction Contract Price:	$ 288,444.90

Background:
Proposed Change Order No. 1 consists of additional work performed at extra cost and contract days as follows:

- Installation of new camera and single height stanchion, with card reader, at relocated gate
- Installation of new cabling for existing and additional photo electric sensors
- Installation of additional monitors and decoders to support view of gate cameras
- Relocation and reprogramming of existing fire alarm control
- Credit for change from wireless to hardwired locks and card readers
- Additional time for expanded scope and access delays

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

Supporting Documents:
- Change Order No. 1
- Siemens Industry, Inc. Change Order Recap

Strategic Plan Initiative
Key Initiative #3 – Upgrade Security Systems

CHANGE ORDER

No. 1

PROJECT Construction and Implementation of the Palmdale Water District Site Security Improvement Project – Phase One.

DATE OF ISSUANCE December 17, 2015 EFFECTIVE DATE December 17, 2015

OWNER Palmdale Water District

OWNER's Contract No. Specification No. 1402-A

CONTRACTOR Siemens Industry, Inc. ENGINEER P.W.D.

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

Description: *Addition of: Installation of new camera and single height stanchion with card reader at relocated gate. Installation of new cabling for existing and additional photo electric sensors. Installation of additional monitors and decoders to support view of gate cameras, relocation and reprogramming of existing fire alarm control, credit for change from wireless to hardwired locks and card readers, and additional time for expanded scope and access delays*

Reason for Change Order: *All work was necessary and not included within the original scope of the contract.*

Attachments: *Siemens Industry, Inc. Change Order Recap*

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price $ 259,816.00	Original Contract Times Completion: 120 Days - October 29, 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 $ 259,816.00	Contract Times prior to this Change order Completion: 120 Days – October 29, 2015 Days
Net Increase (decrease of this Change Order) $ 28,628.90	Net Increase (decrease of this Change Order) 35 - Day Extension Days
Contract Price with all approved Change Orders $ **288,444.90**	Contract Times with all approved Change Orders Completion: 155 Days – December 3, 2015

CHANGE ORDER

No. 1

PROJECT Construction and Implementation of the Palmdale Water District Site Security Improvement Project – Phase One.

DATE OF ISSUANCE December 17, 2015 EFFECTIVE DATE December 17, 2015

OWNER Palmdale Water District

OWNER's Contract No. Specification No. 1402-A

CONTRACTOR Siemens Industry, Inc. ENGINEER P.W.D.

RECOMMENDED:	APPROVED:	ACCEPTED:
By: _____	By: _____	By: _____
PWD, Project Manager	PWD, General Manager	Contractor (Authorized Signature)
Date: _____	Date: _____	Date: 12/17/15

PALMDALE WATER DISTRICT CHANGE ORDER RECAP 11-19-15

DESCRIPTION	SCOPE OF WORK	PRICE
Gates	**New East Gate**: Install new camera, new single height (high for big trucks cabs) stanchion with one card reader. **Main Gate:** New single height stanchion in original SOW.	$ 18,406.00
Photo electric Sensors - Trenching/Wire	Additonal labor and cabling required to run new wire to all photo electric sensor locations. PWD will provide all trenching and additional conduit required. Siemens will provide all cabling and the labor required to run cable. Siemens pricing also includes site surveys that have already been performed by sub contractor.	$ 7,754.00
Monitors and Decoders	Siemens to provide and install three new monitors on walls, one each in buildings 2, 3 and 6. Siemens to provide and install decoders to support view of west and main gate cameras via monitors. PWD to provide 110v power in area near monitors.	$ 4,244.00
Fire alarm control	relocate fire alarm control to electrical room and reprogram to CMS.	$ 3,424.90
Value engineering	Change from wireless to hardwired locks and card readers	$ (5,200.00)
TOTAL		**$ 28,628.90**

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

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

DATE: January 6, 2016 **January 13, 2016**

TO: BOARD OF DIRECTORS **Board Meeting**

FROM: Mr. Dennis D. LaMoreaux, General Manager

RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION ON ADOPTION OF UPDATED STRATEGIC PLAN***

Recommendation:

Staff recommends the Board approve the updated Strategic Plan for 2016.

Background:

The Strategic Plan serves as a guide for staff to set goals and projects throughout the year to meet the District's mission of providing high quality water to current and future customers at a reasonable cost. The attached Strategic Plan Initiatives were developed by staff and the Board with the assistance of Dr. Mathis and were reviewed at the September 30, 2015 President's Dinner.

Strategic Plan Initiative:

This work is part of 2014 Strategic Initiative No. 4 – Regional Leadership.

Budget:

There is no impact to the budget from updating the Strategic Plan.

Supporting Documents:

- PWD 2016 Strategic Plan Update Summary
- PWD 2016 Strategic Plan Update – additional detail

PWD 2016 STRATEGIC PLAN UPDATE SUMMARY

Initiative No. 1 - Water Resource Reliability

2015 Urban Water Management Plan, drought response

Palmdale Regional Groundwater Recharge & Recovery Project

Littlerock Reservoir Sediment Removal Project

Recycled water allocation and use

Granular Activated Carbon (GAC) use and research

Initiative No. 2 – Organizational Excellence

Optimize outsourcing opportunities

Maintain formal management/supervisor training and development program

Maintain competitive compensation and benefits package

Employee wellness program

Succession planning

Board/staff events to develop innovative ideas and awards

Initiative No. 3 – Systems Efficiency

Water system Master Plan update and related EIR

Reinvestment in aging infrastructure

Investment, implementation, and training plan for new technology

Computerized maintenance management software (CMMS)

Explore energy independence

Initiative No. 4 - Financial Health and Stability

Pursue Federal and State funding opportunities

Sustainable and balanced rate structure

Maintain adequate reserve levels

Maintain high level bond rating

Initiative No. 5 – Regional Leadership

Create a regional best practices Antelope Valley partnership

Enhance community partnerships and expand school programs in water education

Continue to educate and engage elected officials in water related issues

Emphasize the importance and long history of the District as a community asset

Enhance community opportunities for the youth of the Antelope Valley

Continue to evaluate District internship needs

Initiative No. 6 – Customer Care and Advocacy

Customer Care accessibility through automation

Evaluate, develop, and market additional payment options

Improve customer account management tools

Enhance customer experience through assessment of infrastructure, processes, and policies to maximize customer the care experience

PWD 2016 STRATEGIC PLAN UPDATE

(ADDITIONAL DETAIL)

Initiative No. 1 - Water Resource Reliability

Strategy No. 1 – Planning and Regulatory Compliance

Task No. 1 - Complete 2015 Urban Water Management Plan Update.

Task No. 2 – Drought response and preparedness for continued water restrictions.

Strategy No. 2 – Water Supply and Reliability

Task No. 1 – Continue to track and pursue opportunities for water transfers.

Task No. 2 – Complete environmental clearance and permitting for the construction and operation of the PRGRRP.

Task No. 3 - Stay engaged with groundwater adjudication process.

Task No. 4 - Work with the Board to establish District position on the Bay Delta Conservation Plan.

Task No. 5 – Complete the environmental clearance and permitting for the construction of the Littlerock Reservoir Sediment Removal Project.

Strategy No. 3 - Recycled Water

Task No. 1 - Finalize recycled water reallocation agreement between local agencies.

Task No. 2 - Develop direct use of recycled water as identified in PRWA Master Plan.

Task No. 3 - Develop indirect potable reuse with PRGRRP.

Strategy No. 4 - Water Quality

Task No. 1 – Continue to achieve 100% compliance with all water quality standards and regulations.

Task No. 2 - Continue to report water quality performance through Annual Consumer Confidence Report.

Task No. 3 – Continue to research and optimize the use of Granular Activated Carbon (GAC).

Initiative No. 2 – Organizational Improvements

Strategy No. 1 - Organizational Efficiency

- Task No. 1 - Review potential outsourcing opportunities.
- Task No. 2 - Clear understanding of roles, responsibilities, and communication standards.
- Task No. 3 – Maintain formal management/supervisor training and development program.

Strategy No. 2 - Attract, Retain, and Develop Quality Staff

- Task No. 1 - Maintain competitive compensation and benefits package with annual COLA review.
- Task No. 2 – Develop employee wellness program.
- Task No. 3 - Succession planning.
- Task No. 4 - Provide appropriate education and training for all employees.
- Task No. 5 – Explore and develop remote workforce for telecommuting options.

Strategy No. 3 - Employee Safety

- Task No. 1 – Risk analysis and mitigation

Initiative No. 3 - Infrastructure Management

Strategy No. 1 - Maintenance and Expansion of Existing Facilities

- Task No. 1 - Complete Water System Master Plan Update and related EIR.
- Task No. 2 - Implement maintenance level of service standards for facilities and equipment.
- Task No. 3 – Reinvestment in aging infrastructure.

Strategy No. 2 – Investment, Implementation, and Training Plan for New Technology

- Task No. 1 – Enhance in-house development of GIS applications.
- Task No. 2 – Update, approve, and implement IT Master Plan.
- Task No. 3 – Standardize Project Management and train staff.
- Task No. 4 – Develop and implement a Computerized Maintenance Management Software.
- Task No. 5 – Enhance and Update the Supervisory Control and Data Acquisition System

Strategy No. 3 – Energy Independence

- Task No. 1 – Effective use of renewable energy.
- Task No. 2 – Continue to optimize existing energy programs.

Initiative No. 4 - Financial Management

Strategy No. 1 - Funding Opportunities

Task No. 1 - Pursue opportunities from state grant and loan programs.

Task No. 2 - Pursue federal funding opportunities.

Strategy No. 2 - Financial Planning

Task No. 1 – Sustainable and balanced rate structure.

Task No. 2 – Maintain adequate reserve levels.

Task No. 3 – Maintain high level credit rating.

Initiative No. 5 – Regional Leadership

Strategy No. 1 - Outreach

Task No. 1 – Create a regional best practices group.

Task No. 2 – Enhance community partnerships.

Task No. 3 – Expand school programs in water education.

Task No. 4 – Continue to educate and engage elected officials in water related issues.

Task No. 5 – Enhance community outreach and messaging.

Task No. 6 – Emphasize the importance and long history of the District as a community asset.

Strategy No. 2 – Internship Program

Task No. 1 – Enhance community opportunities for the youth of the Antelope Valley.

Task No. 2 – Continue to evaluate District internship needs.

Initiative No. 6 – Customer Care

Strategy No. 1 – Customer Care Automation

Task No. 1 – Evaluate, develop, and market additional payment options.

Task No. 2 – Improve customer account management tools.

Strategy No. 2 – Enhance Customer Experience

Task No. 1 – Assessment of infrastructure, processes, and policies to maximize customer care experience.

AGENDA ITEM NO. 7.5

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

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

DATE:	January 5, 2016	**January 13, 2016**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 7.5 – CONSIDERATION AND POSSIBLE ACTION ON SCHEDULING PRESIDENT'S DINNER.***	

The Board held its first President's Dinner on September 30, 2015 at The Dragon Palace at 2250 E. Palmdale Blvd., Suite C, Palmdale. The intent of a President's Dinner is for the Board, management staff, and the general public to meet at an off-site, informal location to discuss District issues and progress on Strategic Initiatives.

AGENDA ITEM NO. 7.6

PALMDALE CHAMBER OF COMMERCE 75TH ANNIVERSARY CELEBRATION AND INSTALLATION OF 2016 BOARD OF DIRECTORS

Palmdale, California

January 22, 2016

NAME:_____

ADVANCE REGISTRATION DEADLINE**:**_____

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:_____

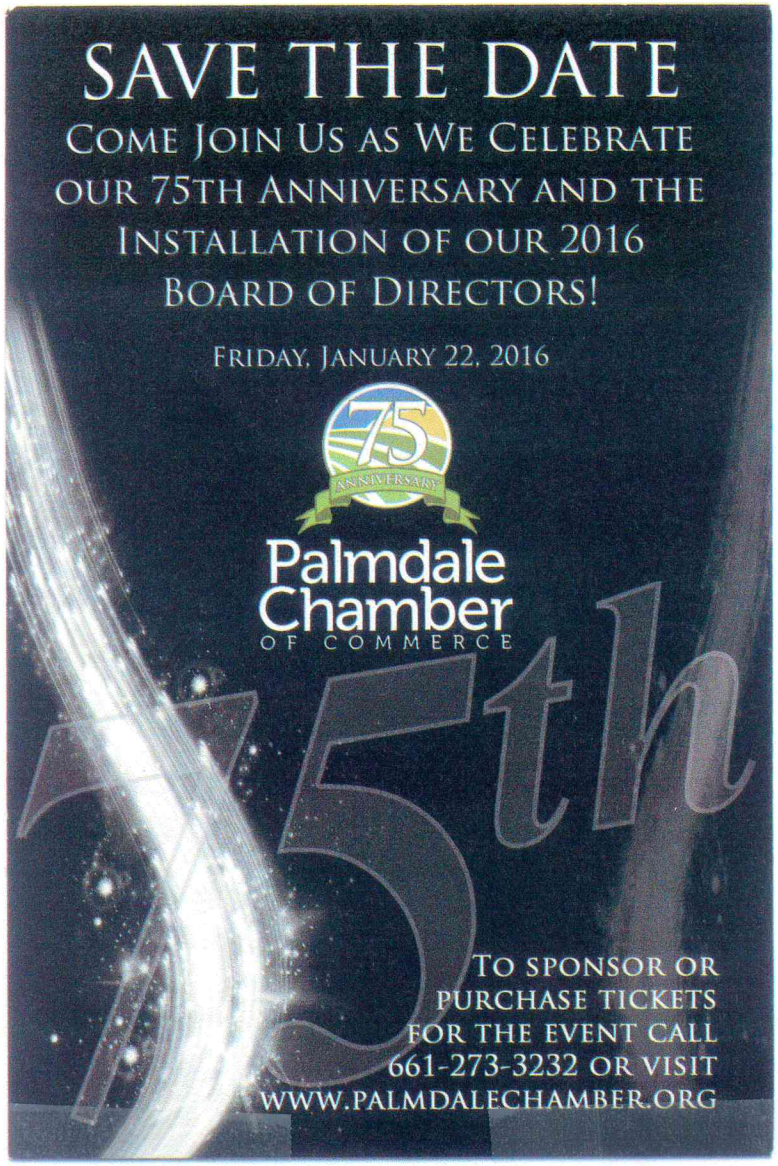
TYPE OF ACCOMMODATIONS:
_____ SINGLE (1 PERSON)
_____ DOUBLE (2 PEOPLE)
_____ (2 PEOPLE/2 BEDS)

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:_____



COME JOIN US AS WE CELEBRATE OUR 75TH ANNIVERSARY!



DATE: FRIDAY, JANUARY 22, 2016
LOCATION: RANCHO VISTA GOLF CLUB
3905 CLUB RANCHO DRIVE - PALMDALE
TIME: SOCIAL/COCKTAIL HOUR - 6:00 P.M.
DINNER - 7:00 P.M.
PROGRAM - 8:00 P.M.
DANCING AND FUN - 9:00 - 11:00 P.M.

DRESS CODE - SEMI-FORMAL
TICKET PRICES - $60 PER PERSON PRESALE, TABLE OF TEN - $550
AFTER 1/18/16 $75 PER PERSON

*DIAMOND SPONSOR - $1000
- Includes: Full page ad in program book, Table of 10, 40 basket auction tickets

*GOLD SPONSOR - $500
- Includes: 1/2 page ad in program book, 4 admission tickets, 20 auction tickets

*SILVER SPONSOR - $250
- Includes: Business card ad, 2 admission tickets and 10 auction tickets

*BASKET SPONSOR - $100
- Listing in Program Book, name listed on basket and an announcement at the event.

Palmdale Water District
2029 E. Avenue Q
Palmdale Ca 93550

ANTELOPE VALLEY BOARD OF TRADE
BUSINESS OUTLOOK CONFERENCE
Lancaster, California
February 26, 2016

NAME:_____

_____

ADVANCE REGISTRATION DEADLINE**:**_____

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:_____

See you on February 26, 2016 for the 44th Annual BUSINESS OUTLOOK CONFERENCE

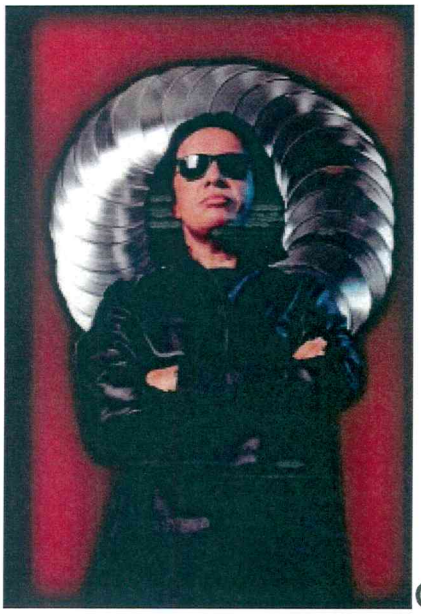
You are going to want to sign up now to count in on the one event every year that is probably already on your calendar. It is the **44th Annual BUSINESS OUTLOOK CONFERENCE**, guaranteed to make you proud to live in our region because the "AV Rocks" !! Below is more information about our one-day event:

What: **The 44th Annual BUSINESS OUTLOOK CONFERENCE – "AV Rocks !"**

When: **Friday, February 26, 2016**

Where: **AV Fairgrounds**

Why: Networking with 800 + of your closest friends and colleagues, motivation and inspiration, economic report and to hear legendary businessman and musician **GENE SIMMONS.**



GENE SIMMONS

Gene Simmons co-founded KISS 40 years ago. KISS has sold over 100 million CDs and DVDs worldwide, is celebrating its 40th year, and continues to sell out stadiums and arenas around the world, breaking box-office records set by Elvis and the Beatles, and boasting over 3,000 licensed / merchandise items. KISS was inducted into the Rock & Roll Hall of Fame at the 2014 induction ceremony, and the band is recognized with a star on the Hollywood Walk of Fame for its pioneering work. In 2015, Gene Simmons and WWE launched Erebus Pictures. Erebus will fully fund, and produce elevated horror motion pictures, starting with high concept *Temple* script. Initially, a three picture deal. Gene Simmons is a multi-hyphenate entrepreneur and one of the world's most recognized personalities. He has starred in his own reality show, *Gene Simmons Family Jewels* (A&E) for 9 seasons and 167 episodes. Simmons also starred in *Gene Simmons Rock School* (VH1) for two seasons. He created *Mr. Romance* (Oxygen) and the cartoon *My Dad the Rock Star* (Nickelodeon). He co-produced the film *Detroit Rock City*. Gene Simmons co-starred in Tristar's *Runaway*, New World's *Wanted Dead or Alive*, and *Extract*, among other films. Gene Simmons managed the recording career of Liza Minnelli and discovered rock band Van Halen. Gene Simmons has recently launched two new ventures – MOTION Pictures, a fully-funded motion picture company that will produce and finance its own films; and SIREN ™, which likewise is fully-funded. SIREN will engage in a variety of ventures, including real estate and other acquisitions. Simmons is co-founding partner of Rock and Brews restaurants. Locations include the rock & brews Delta terminal in LAX; Cabo San Lucas, Mexico; El Segundo, California; Redondo Beach, California; Overland Park, Kansas; Paia, Maui; Orlando, Florida; Albuquerque, New Mexico; and many more sites coming up. Simmons is a co-founding partner of the only football team of any kind in the greater Los Angeles area – LA KISS. Simmons is currently on a two year long world tour with KISS, celebrating its 40th anniversary.

Merrill Lynch
Bank of America



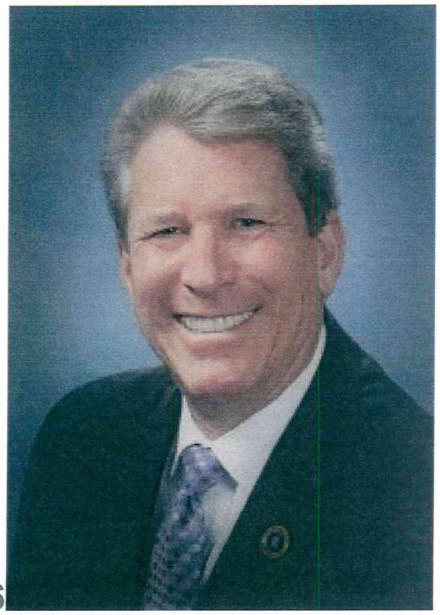
Global economics researcher to speak

Rapidly changing global trends that influence everything from Wall Street to Main Street will be the focus of the internationally known economist who will address the Antelope Valley Business Outlook Conference in Lancaster, Friday, Feb. 26, 2016. The Antelope Valley Board of Trade announced (day) that London-based Sarbjit Nahal, Managing Director and head of the Thematic Investing Strategy team at Bank of America Merrill Lynch Global Research, has accepted an invitation to speak at the annual regional conference. His appearance is sponsored by BofA Merrill Lynch.

Nahal's global strategy team works to implement the enterprise-wide "A Transforming World" framework, centered on earth, government, innovation, markets and people. The research addresses from perspectives of both opportunity and risk what are called "thematic issues." Included among those are: Education, energy efficiency, extreme weather and climate change, longevity, obesity and health & wellness, safety / security, waste and water.AV Business Outlook Conference Committee Chairwoman Kelly Kennerknecht credited Nahal's appearance in the Antelope Valley to the work of Robyn Lawhon and Joshua Stern of the Merrill Lynch office in Lancaster.

Nahal, who also sits on Merrill Lynch Global Wealth & Investment Management's Environment, Social and Governance (ESG) Core Council. He is frequently interviewed on TV and radio business channels, and by print journalists.Prior to joining BofA Merrill Lynch in 2010, he was Head of Thematic Investing at Société Générale and Crédit-Mutuel-CIC, and held positions at Vigeo, the International Council on Human Rights Policy, and Pensions Investment Research Consultants. He holds a Masters in Law from the University of London; a JD/Bachelor of Laws from Osgoode Hall, York University,) and Bachelors in History from the University of Toronto.At Bank of America Merrill Lynch's Global Research Unit, Nahal has spent years monitoring global economic, political and cultural trends in order to build the best thematic recommendations. So-called 'megatrends' have helped the banking group identify some of the strongest investments out there, which have been popular with its investment bank and asset management clients. Nahal was quoted as saying, "We

have tackled seven 'bigger picture' global megatrends, which tie strongly into the enterprise-wide investment themes 'earth' (energy efficiency, extreme weather and climate change, waste, and water) and 'people' (education, obesity, health and wellness, safety and security), as well as 'innovation', 'government' and 'markets." This has resulted in Bank of America Merrill Lynch buying stocks in companies that give entry points to key themes such as energy efficiency, including firms dealing in automobiles, building, industrials, IT, lighting and LEDs, energy storage, and transport.



Troth to deliver GAVAR report Again in 2016

A regional real estate report from the Greater Antelope Valley Association of Realtors, delivered for the first time at the 2015 AV Business Outlook Conference, will be back by popular demand at the Friday, Feb. 26, 2016 conference in the Antelope Valley Fairgrounds in Lancaster.And Antelope Valley Real Estate industry professional Mark Troth will again deliver the kind of information so well received at the 2015 conference for its clarity, scope and insights on the regional real estate market. The 2016 Business Outlook Committee of the AV Board of Trade noted that audience feedback from 2015 made the case for continuing the prominence of the GAVAR report with Troth as the presenter. Mark Troth is a practicing Realtor in the Antelope Valley for over 33 years and a third generation Broker and Co-Owner of Berkshire Hathaway HomeServices Troth, REALTORS. Troth REALTORS has been located in the Antelope Valley since 1957 and currently has over 70 Associates affiliated with the firm. Mark has been President of the Greater Antelope Valley Association of Realtors, twice having been named the Association's Broker of the Year, and in addition received the Association's President's "Award of Excellence." Mark has also served the community as a Planning Commissioner for the City of Lancaster, Chairman of the Board for the Lancaster Chamber of Commerce, and a member of Citizen's Oversight committees for both the Antelope Valley Union High School District and Antelope Valley College. Mark currently serves on the Board of Directors for the Antelope Valley Fair Association and as Treasure for the Lancaster Chamber of Commerce. He is also a member and director of the AV Board of Trade. Mark and his wife Jodie are parents of two grown daughters and two grown step-sons.



New Air & Spaceport CEO Drees to address Outlook Conference

Karina Drees, who will assume duties as CEO and General Manager of Mojave Air & Space Port in January, will be among regional business and industry leaders to speak at the Antelope Valley Business Outlook Conference on Feb. 26, 2016. Drees, Deputy General Manager of MASP, has been named to succeed CEO Stu Witt upon his retirement at year end. Drees, 39, joined the Mojave Air & Spaceport management in July 2012 as director of business development, and was advanced to the post of deputy general manager a year later. She worked with the Mojave Air and Spaceport in 2007 in developing an access-to-space plan for commercial operations of the new space transportation vehicles under development in Mojave. Prior to joining the Mojave Air and Space Port, Drees had more than 12 years' experience in strategy and business development, occupying management positions for growing technology companies. A director of the Antelope Valley Board of Trade since 2013, Karina was credited for being instrumental in the great success of the 2014 Antelope Valley Business Outlook Conference held at Mojave Air and Spaceport, with the theme "Breaking Boundaries." As CEO, Drees is responsible for maintaining more than 3,000 acres of property and managing 150 tenant contracts. She oversees all air and space operations at the airport and manages procedures, business operations and regional partnership development. Drees leads the implantation of strategic initiatives for the benefit of the companies operating in Mojave as well as the region. Prior to MASP, Drees held senior positions in strategy, business development and operations for growing technology companies. She was most recently a member of the strategy and positioning team at SRA International where she identified opportunities for multiple divisions within the company. Before joining SRA, Drees held leadership positions at two investor-backed high tech startup companies in the Washington DC area. Drees has a BS degree from Arizona State University and an MBA from the Massachusetts Institute of Technology Sloan School of Management where she ran the MIT $100K Entrepreneurship Competition and was a board member for that competition. She also completed International Space University's (ISU) Summer Session Program in Beijing, China. Drees becomes the third general manager in the history of the former World War II-era Marine Corps air base, which became a general aviation airport and home to innovative civilian flight test in the early 1970s. Karina Drees selection was announced by Mojave Airport District Board President Allen Peterson, who declared her to be the best qualified candidate in the search for Witt's successor. Karina lives in Mojave with her husband Todd Quelet and their son.



Kimberly Maevers, CEO of the Greater Antelope Valley Economic Alliance (GAVEA), So Cal's Leading Edge, will be giving the highlights of their 2016 Roundtable Report at the Conference. Feedback from every conference gives high marks for the information in this important handout with valuable information about our region.



BOT Exec Vicki Medina Again to Emcee Outlook

Vicki Medina, executive director of the Antelope Valley Board of Trade, will again serve as emcee of the 2016 AV Business Outlook Conference on Friday, Feb. 26 at the AV Fairgrounds in Lancaster. Vicki, who traditionally worked behind the scenes at the annual daylong event, was selected by the Outlook Conference Committee to emcee the 2015 conference. And the reviews of her work called for an encore. As "the face of the Board of Trade" in her day-to-day work, Vicki also has a voice familiar to many regional residents who heard her during part of her previous professional career in radio. And she keeps her speaking skills sharp by participation in Toastmasters. Knowing that the emcee's primary responsibilities involve following the script, being able to ad lib when things unravel, and to stay on schedule, the committee agreed that Vicki fills the bill. She said, "The Conference is a production, a show of sorts with many different elements. We need to provide information,

entertainment, inspiration, motivation while keeping the audience engaged. It's not an easy task by any means." Emcees in the past have included James Charlton, Ingrid Chapman, Alis Clausen, Larry Grooms, Lew Stults, Dianne Knippel, Steven Derryberry, Cassie Harvey and Caroline Rodriguez to name a few. Fun facts: Vicki was Zsa Zsa Gabor's secretary. At Columbia Pictures she worked with producers on the legally-binding credits for all of their foreign and domestic releases. Vicki was "Dobie Gillis star Dwayne Hickman's secretary while at CBS. She still receives residual checks from Sony Pictures for her first voice-over job in the movie "Tootsie." She says her best voice-over work was for the Elton John AIDS Foundation.

2016 Outlook Conference To show world "AV Rocks!"

"AV Rocks!" is the theme for the Antelope Valley Board of Trade's 44th annual Business Outlook Conference, scheduled for Friday, Feb. 26, 2016. Board of Trade President Josh Mann said, "This year's conference theme, "AV Rocks!," celebrates all of the unique attributes that make this region a great place for building a business, raising a family and enjoying life."I commend Outlook Conference chairwoman Kelly Kennerknecht and her committee for getting off to a successful start in planning the 2016 conference. It's an event that keeps getting better and better every year!" Conference Chairwoman Kennerknecht of Kaiser Permanente said the 2016 theme greatly broadens the range of the conference's appeal to business and industry sectors, and offers the chance to celebrate the region's achievements even as it invites future developments. The 2016 conference, the Antelope Valley's largest and most enduring economic development outreach event, will again be held at the Antelope Valley Fairgrounds in Lancaster, building on the venue expansion of 2015, when the Board of Trade added a second building, the Van Dam Pavilion, to the traditionally used H.W. Hunter Pavilion.Increasing the venue space by nearly 18,000 square feet cleared a pathway to growth of the conference, which annual attracts audiences of up to 800 or more. The building addition brought to just over 46,000 square feet the space available for a growing array of conference displays and activities.

Business Outlook Conference registration will begin at 7:30 a.m., with the program starting at 8:30. A healthy breakfast with oatmeal, yogurt and fruit along with coffee and juice will be served in the exhibit area. Lunch is included as well as a reception following the conference. Tickets start at $150/each with a discount to AVBOT members. Sponsorships are still available. AVBOT members are also able to purchase an exhibit booth (a limited number), a business card ad in the program (only 8 available) or include items in the swag bags. For information on sponsorships, table and ticket reservations, or exhibit booth space, visit www.avbot.org or call 661-947-9033 or e-mail executive@avbot.org.

BUSINESS OUTLOOK CONFERENCE

AV ROCKS!

Premier Sponsor - $15,000.00 or more

- Prominent name or logo recognition in all marketing materials both printed and non-printed such as TV and radio permitting including social media and website
- Prominent name or logo recognition at the event including program, posters, table place cards, sponsorship power presentation
- On-stage name mention during the event
- 3 reserved VIP tables (24 seats)
- Booth Space at the conference
- Invitation to Speaker and Sponsor Reception

Millennium Sponsor - $10,000.00 or more

- Prominent name or logo recognition in all marketing materials both printed and non-printed such as TV and radio permitting, including social media and website
- Prominent name or logo recognition at the event including program, posters, table place cards, sponsorship power point presentation
- On-stage name mention during the event
- 2 reserved VIP tables (16 seats)
- Booth Space at the conference
- Invitation to Speaker and Sponsor Reception

Diamond Sponsor - $5,000.00 or more

- Prominent name or logo recognition in all marketing materials including website and social media
- Prominent name or logo recognition at the event including program, posters, table place cards, sponsorship power point presentation
- On-stage name mention during the event
- 1 served VIP table (8 seats)
- Booth Space at the conference
- Invitation to Speakers and Sponsors Reception

Platinum Sponsor - $2,500.00 or more

- Prominent name or logo recognition in all printed marketing materials including website and social media
- Prominent name or logo recognition at the event including program, posters, table place cards, sponsorship power point presentation
- Reserved VIP seating for 4
- Invitation to Speakers and Sponsors Reception

Gold Sponsor - $1,250.00 or more

- Prominent name or logo recognition in all printed marketing materials including website and social media
- Prominent name or logo recognition at the event including program, posters, table place cards, sponsorship power point presentation
- Reserved VIP seating for 2
- Invitation to Speakers and Sponsors Reception

Tickets/Booth Space

Individual Ticket Prior to Event - $150.00
Individual Ticket Day of Event - $175.00

***AVBOT Member** Ticket Prior to Event - $135.00*
***AVBOT Member** Price Ticket Day of Event - $150.00*

Corporate Tables (8 seats) $1,200.00
***AVBOT Member** Tables (8 seats) $1,080.00*

Booth Space Available - $300.00 (members) $500 (non-members) - please inquire for details
Program Business Card Advertisement—$125.00

To sponsor and/or purchase tickets, contact the Antelope Valley Board of Trade (661) 947-9033 or info@avbot.org

Antelope Valley—Business Outlook Conference
Exhibit Booth Application
February 26, 2016

Business or Organization Name:_____

Contact :_____Email:_____

Address:_____

City:_____ State:_____ Zip Code:_____

Telephone: (____)_____ Website:_____

EXHIBIT BOOTH INFORMATION

- **Includes**
  - ⇒ 1 6ft. skirted table
  - ⇒ 2 chairs
  - ⇒ 2 conference tickets
  - ⇒ 2 lunches
  - ⇒ 2 swag bags
  - ⇒ Set-up day before conference

- **Booth fees**
  - □ AVBOT Member—$300.00
  - □ Non-Member—$500.00*
- **Additional fees**
  - □ Electrical—$20.00
  - □ Larger booth space— +$100.00**

*includes a 1 year AVBOT membership
**any display larger than a 6ft booth space

Check made payable to: AV Board of Trade — or call with your credit card

Mail Exhibit Booth form and payment to:

AV Board of Trade
41319 12th Street West, Suite 104
Palmdale, CA 93551

For more information: (661) 947-9033 or info@avbot.org

The Antelope Valley Board of Trade is not responsible for the loss, theft, or damages to exhibitor's property. My booth will not be reserved until receipt of payment. I understand and acknowledge the foregoing statements.

*Signature:*_____ *Date:*_____

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 7, 2016	**January 13, 2016**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	***AGENDA ITEM NO. 8.2.a – WRITTEN STATUS REPORT ON CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF NOVEMBER 30, 2015.***	

Attached is the Investment Funds Report and current cash balance as of November 30, 2015. If there are any questions, the reports can be reviewed in detail at the Board meeting.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT
November 30, 2015

			November 2015	October 2015
CASH				
1-00-0103-100	Citizens - Checking		379,319.49	413,149.59
1-00-0103-200	Citizens - Refund		-	-
1-00-0103-300	Citizens - Merchant		141,409.68	47,682.65
		Bank Total	**520,729.17**	**460,832.24**
1-00-0110-000	PETTY CASH		300.00	300.00
1-00-0115-000	CASH ON HAND		5,400.00	5,400.00
		TOTAL CASH	**526,429.17**	**466,532.24**
INVESTMENTS				
1-00-0135-000	**Local Agency Investment Fund**	**Acct. Total**	**11,765.88**	**11,765.88**
1-00-0120-000	**UBS Money Market Account General (SS 11469)**			
	UBS RMA Government Portfolio		1,670,677.33	1,527,760.90
	UBS Bank USA Dep acct		250,000.00	250,000.00
	Accrued interest		5,065.10	6,010.33
			1,925,742.43	**1,783,771.23**

Certificates of Deposit

	Issuer	Maturity Date	Rate	Face Value		
1	Everbank	01/15/2016	0.50	240,000	240,088.80	240,129.60
2	Horizon Financial	01/15/2016	0.30	240,000	240,033.60	240,033.60
3	Hardin county	01/20/2016	0.35	240,000	240,050.40	240,057.60
4	Level One bank	01/21/2016	0.35	40,000	40,008.40	40,009.60
5	Firsy Merit	01/22/2016	0.45	240,000	240,084.00	240,110.40
6	Safra National	08/16/2016	0.60	240,000	240,304.80	240,247.20
7	First Bank PR	11/07/2016	0.80	240,000	240,412.80	240,326.40
8	Compass bank	02/07/2017	0.95	240,000	240,492.00	240,374.40
9	Discover Bank	05/02/2017	1.75	240,000	242,676.00	242,649.60
10	Capitol One	08/14/2017	1.20	240,000	240,669.60	240,487.20
				2,200,000	**2,204,820.40**	**2,204,425.60**
				Acct. Total	**4,130,562.83**	**3,988,196.83**
1-00-1110-000	**UBS Money Market Account Capital (SS 11475)**					
	UBS Bank USA Dep acct				250,000.00	250,000.00
	UBS RMA Government Portfolio				606,774.19	606,767.43
				Acct. Total	**856,774.19**	**856,767.43**
1-00-0125-000	**UBS Access Account General (SS 11432)**					
	UBS Bank USA Dep acct				250,000.00	250,000.00
	UBS RMA Government Portfolio				1,693,915.57	1,447,308.23
	Accrued interest				3,302.05	7,933.88
					1,947,217.62	**1,705,242.11**

US Government Securities

Status	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
Called	FNMA	10/26/2015	1.625		-	-
	FFCB	06/02/2016	0.375	1,000,000	999,730.00	1,000,170.00
Called	FHLB	12/28/2017	0.950		-	-
				1,000,000	**999,730.00**	**1,000,170.00**

Certificates of Deposit

	Issuer	Maturity Date	Rate	Face Value		
1	Sallie Mae Bank	11/06/2015	0.85	240,000		240,009.60
2	Goldman Sachs Bk	11/07/2016	1.00	240,000	240,964.80	240,928.80
3	CIT Bank	11/06/2017	1.60	240,000	240,307.20	240,297.60
4	BMW Bank	11/15/2018	2.00	240,000	242,517.60	242,344.80
5	American Express	04/29/2019	1.45	240,000	238,934.40	238,634.40
6	Synchrony Bank	04/14/2020	1.85	240,000	239,044.80	238,814.40
				1,440,000	**1,201,768.80**	**1,441,029.60**
				Acct. Total	**4,148,716.42**	**4,146,441.71**
				Total Managed Accounts	**9,147,819.32**	**9,003,171.85**
1-00-1121-000	**UBS Rate Stabilization Fund (SS 24016) - *District Restricted***					
	UBS Bank USA Dep acct				250,000.00	250,000.00
	UBS RMA Government Portfolio				230,295.36	230,291.66
				Acct. Total	**480,295.36**	**480,291.66**
				GRAND TOTAL CASH AND INVESTMENTS	**10,154,543.85**	**9,949,995.75**
				Increase (Decrease) in Funds	**204,548.10**	**9,949,995.75**
1-00-1130-000	**2013A Bonds - Project Funds (BNY Mellon)**					
	Construction Funds				**1,191,233.97**	**1,781,591.66**

PALMDALE WATER DISTRICT
2015 Cash Flow Report

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	Budget 2016 Carryover Information
Total Cash Beginning Balance	**12,989,419**	**13,129,291**	**13,311,353**	**10,792,096**	**12,454,470**	**13,232,397**	**12,784,219**	**11,576,339**	**11,993,950**	**9,681,022**	**9,949,996**	**10,154,544**		
Water Receipts	**1,955,377**	**1,333,287**	**1,882,461**	**1,715,041**	**1,541,540**	**1,900,537**	**1,790,744**	**1,998,605**	**1,966,149**	**1,957,066**	**2,049,705**	1,909,220	21,999,733	
DWR Refund (Operational Related)				**37,515**						**1,528**			39,043	237,560
Other					**122,850**			**23,893**					146,743	117,167
Total Operating Revenue (BUDGET)	1,955,377	1,805,677	1,780,736	1,691,040	1,777,997	2,046,064	2,312,079	2,377,838	2,191,667	2,101,684	1,823,591	1,806,466	23,670,217	
Total Operating Revenue (ACTUAL)	1,955,377	1,333,287	1,882,461	1,752,556	1,664,390	1,900,537	1,790,744	2,022,498	1,966,149	1,958,594	2,049,705	1,909,220	22,185,519	
Total Operating Expenses excl GAC (BUDGET)	1,941,325	1,336,683	1,620,620	1,268,042	1,457,882	1,415,451	2,043,912	1,725,160	1,626,092	1,790,975	1,788,698	1,539,261	19,554,101	
Operating Expenses excl GAC (ACTUAL)	**(1,220,221)**	**(1,283,540)**	**(1,934,657)**	**(1,515,585)**	**(1,595,352)**	**(1,452,485)**	**(2,238,601)**	**(1,460,094)**	**(1,672,967)**	**(1,527,531)**	**(1,513,596)**	**(1,614,332)**	(19,028,962)	
GAC			**(297,759)**	**(298,286)**									(596,045)	(525,000)
Prepaid Insurance (paid)/refunded		**81,446**		**(62,561)**				**(34,277)**	**(196,521)**				(211,913)	
Total Operating Expense (ACTUAL)	(1,220,221)	(1,202,094)	(2,232,415)	(1,876,432)	(1,595,352)	(1,452,485)	(2,238,601)	(1,494,371)	(1,869,488)	(1,527,531)	(1,513,596)	(1,614,332)	(19,836,920)	
	12,989,227													
Non-Operating Revenue Expensess:														
Budgeted Assessments, net	658,043	301,052	8,169	2,023,311	743,899	7,993	82,865	175,695	-	-	147,607	2,901,366	7,050,000	
Actual/Projected Assessments, net	**720,946**	**275,795**	**15,646**	**2,199,772**	**803,305**	**11,911**	**81,982**	**138,249**	**-**	-	**140,539**	**2,661,558**	7,049,703	
RDA Pass-through (Successor Agency)					**331,200**							**180,151**	511,352	
Interest	**3,425**	**3,617**	**4,221**	**3,604**	**3,164**	**3,823**	**3,965**	**4,361**	**4,499**	**4,461**	**3,459**	**3,202**	45,801	
Market Adjustment	**6,917**	**(4,350)**	**6,676**	**951**	**(625)**	**(4,479)**	**(4,705)**	**750**	**2,589**	**1,646**	**694**	**(9,146)**	(3,081)	
Grant Re-imbursement													-	485,000
Capital Improvement Fees		**19,315**	**101,633**	**17,754**				**215,189**		**10,106**			363,997	
DWR Refund (Capital Related)			**39,207**	**65,731**	**35,221**	**113,573**				**74,953**			328,685	
Other	**608**	**3,971**	**2,270**	**4,259**	**21**	**63**	**32**	**(29)**	**13**	**(75)**	**(28)**	**3,252**	14,356	
Total Non-Operating Revenues (BUDGET)	677,843	500,852	512,969	2,043,111	1,013,699	27,793	152,665	195,495	19,800	19,800	167,407	3,091,168	8,422,601	
Total Non-Operating Revenues (ACTUAL)	**731,896**	**298,348**	**169,653**	**2,292,071**	**1,172,287**	**124,891**	**81,275**	**358,521**	**7,101**	**91,091**	**144,664**	**2,839,018**	**8,310,813**	
Non-Operating Expenses:														
Budgeted Capital Expenditures	(549,456)	(580,000)	(945,000)	(710,000)	(545,000)	(178,000)	(187,000)	(115,000)	(135,000)	(35,000)	(10,000)	(10,000)	(3,999,456)	
Actual/Projected Capital Expenditures	**(549,456)**	**(41,022)**	**(478,918)**	**(300,653)**	**(251,559)**	**(164,467)**	**(151,873)**	**(257,199)**	**(81,210)**	**(44,678)**	**(267,722)**	**(107,112)**	(2,695,868)	(966,588)
Uncommitted Capital Expenditures													-	(337,000)
WRB Capital Expenditures													-	(748,184)
SWP Capitalized	**(754,079)**	**(185,988)**	**(213,428)**	**(187,871)**	**(187,871)**	**(187,871)**	**(672,129)**	**(187,869)**	**(218,871)**	**(187,870)**	**(187,870)**	**(187,870)**	(3,359,587)	
Butte County Water Transfer						**(648,151)**						**(648,151)**	(1,296,303)	
Bond Payments - Interest			**(1,105,798)**						**(1,097,735)**				(2,203,532)	
Principal			**(520,179)**						**(998,242)**				(1,518,421)	
Capital leases - Go West (2012 Lease)	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	**(17,296)**	(207,553)	
Capital leases - GE Capital (Printer Lease)	**(6,347)**	**(3,174)**	**(3,336)**	-	**(6,672)**	**(3,336)**	-	**(6,672)**	**(3,336)**	**(3,336)**	**(3,336)**	-	(39,546)	
Total Non-Operating Expenses (ACTUAL)	**(1,327,179)**	**(247,480)**	**(2,338,955)**	**(505,820)**	**(463,398)**	**(1,021,121)**	**(841,298)**	**(469,036)**	**(2,416,690)**	**(253,180)**	**(476,224)**	**(960,430)**	**(11,320,810)**	
Total Cash Ending Balance (BUDGET)	**12,377,388**	**12,241,913**	**9,741,797**	**11,292,763**	**11,870,085**	**11,659,383**	**11,027,929**	**11,557,846**	**9,479,577**	**9,386,831**	**9,190,876**	**11,650,994**		
Total Cash Ending Balance (ACTUAL)	**13,129,291**	**13,311,353**	**10,792,096**	**12,454,470**	**13,232,397**	**12,784,219**	**11,576,339**	**11,993,950**	**9,681,022**	**9,949,996**	**10,154,544**	**12,328,020**		
												Budget	**11,500,000**	
												Difference	**828,020**	

Indicates actual expenditures/revenues:

Indicates anticipated expenditures/revenues:

PALMDALE WATER DISTRICT

BOARD MEMORANDUM

DATE:	January 6, 2016	**January 13, 2016**
TO:	Board of Directors	**Board Meeting**
FROM:	Michael Williams, Finance Manager/CFO	
VIA:	Mr. Dennis LaMoreaux, General Manager	
RE:	***AGENDA ITEM 8.2b – DISCUSSION AND OVERVIEW ON 2015 FINANCIAL STATEMENTS, REVENUE AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR NOVEMBER 2015***	

Discussion:

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

This is the eleventh month of the District's Budget Year 2015. The target percentage is 91.6%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on November 30, 2015.
- There were no significant changes from September.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on November 30, 2015.
- Operating revenue is at 78% of budget.
- Cash operating expense is at 73% of budget.
- Page 3-1 now gives year to date totals of Other Revenue

Year-To-Year Comparison P&L:

- Page 7 is our comparison of November 2014 to November 2015.
- Total operating revenue is up $46K or 2.5% mostly due to drought surcharge
- Operating expenditures are down by $847K or 41%. This due mostly to reduced water purchases and reduced plant expenditures.
- Page 8 is a graphic presentation of the water consumption comparison. Units billed in acre feet were down by 139 or 10%. Total revenue per unit sold is up $0.46 or 14%, total revenue per connection is down $2.24 or 3%, and units billed per connection is down 2.35 or 10%

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year to date.
- Operating revenue through November 2015 is down $1.7MM or 8%
- Retail water sales from all areas are down by $2.5MM from last year. That's shown by the combined green highlighted area.
- Total revenue is showing we are up $831K, but that's only because of the change in recording assessments.
- Operating revenue is at 84% of budget, last year was at 87% of budget.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year to date.
- Cash Operating Expenses through November 2015, are down $3.2MM or 18% compared to 2014, again due mostly to reduce water purchases, plant expenditures and GAC media replacements.
- Total Expenses are down $1.6MM or 5%

Departments:

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

Non-Cash Definitions

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

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

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

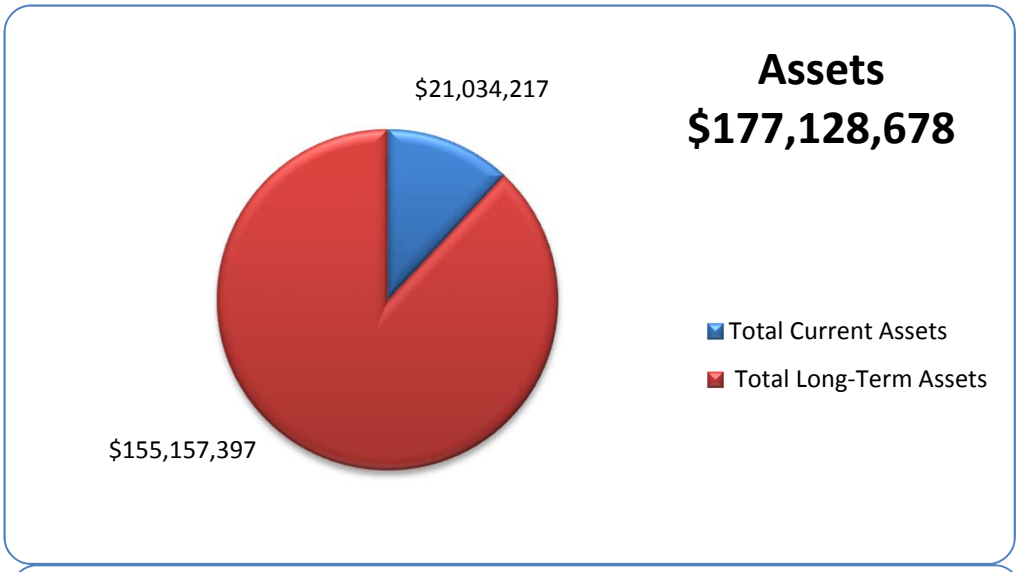
Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair and maintain our asset infrastructure.

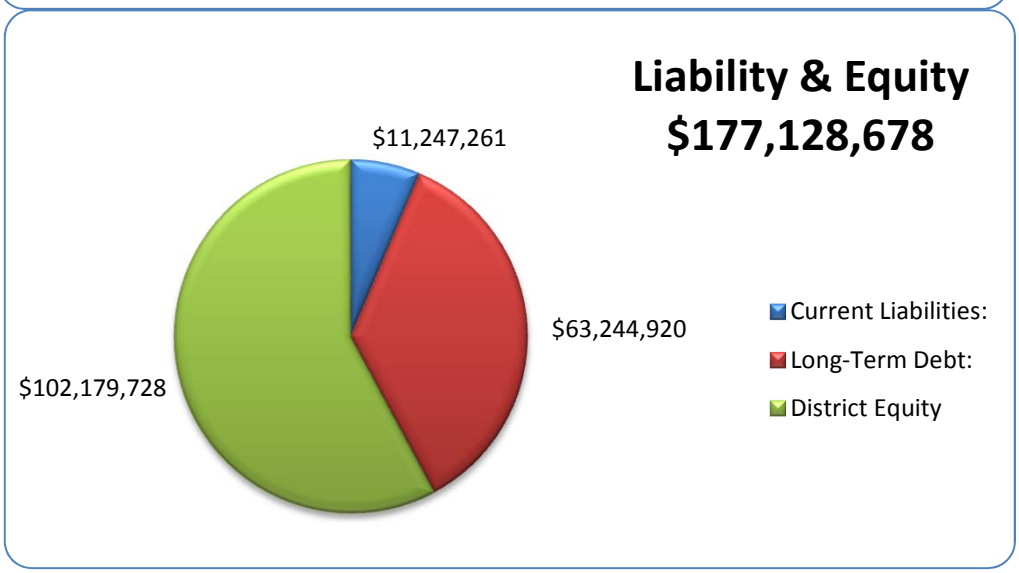
Capitalized Construction: The value of our labor force used to construct our asset infrastructure.

Palmdale Water District
Balance Sheet Report
For the Eleven Months Ending 11/30/2015

	November 2015	October 2015
ASSETS		
Current Assets:		
Cash and Cash Equivalents	$ 526,429	$ 466,532
Investments	9,147,819	9,003,172
2013A Bonds - Project Funds	1,191,234	1,325,606
	$ 10,865,482	$ 10,795,310
Receivables:		
Accounts Receivables - Water Sales	$ 1,770,920	$ 1,946,613
Accounts Receivables - Miscellaneous	118,304	83,137
Allowance for Uncollected Accounts	(200,199)	(200,199)
	$ 1,689,025	$ 1,829,551
Interest Receivable	$ -	$ -
Assessments Receivables	7,419,898	7,560,437
Meters, Materials and Supplies	852,229	874,374
Prepaid Expenses	207,583	231,919
Total Current Assets	**$ 21,034,217**	**$ 21,291,591**
Long-Term Assets:		
Property, Plant, and Equipment, net	$ 112,653,093	$ 112,866,817
Participation Rights in State Water Project, net	42,016,327	42,001,334
Investment in PRWA	265,420	265,420
2013A Bonds - Insurance & Surity Bond	222,557	223,223
	$ 155,157,397	**$ 155,356,795**
Restricted Cash:		
Rate Stabilization Fund	480,296	480,292
Total Long-Term Assets & Restricted Cash	**$ 155,637,693**	**$ 155,837,087**
Total Assets	**$ 176,671,909**	**$ 177,128,678**
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities:		
Current Interest Installment of Long-term Debt	$ 361,616	$ 180,808
Current Principal Installment of Long-term Debt	1,734,738	1,734,738
Accounts Payable and Accrued Expenses	5,067,574	5,599,865
Deferred Assessments	4,083,333	4,666,667
Total Current Liabilities	**$ 11,247,261**	**$ 12,182,078**
Long-Term Debt:		
Pension-Related Debt	$ 1,019,485	$ 1,019,485
OPEB Liability	11,173,785	11,006,428
2013A Water Revenue Bonds	42,961,716	42,963,967
2012 - Certificates of Participation	8,020,335	8,013,538
2011 - Capital Lease Payable	69,599	84,588
Total Long-Term Liabilities	**$ 63,244,920**	**$ 63,088,006**
Total Liabilities	**$ 74,492,182**	**$ 75,270,084**
District Equity		
Revenue from Operations	$ (3,457,607)	$ (3,778,740)
Retained Earnings	105,637,335	105,637,335
Total Liabilities and District Equity	**$ 176,671,909**	**$ 177,128,678**

BALANCE SHEET AS OF NOVEMBER 30, 2015





Palmdale Water District

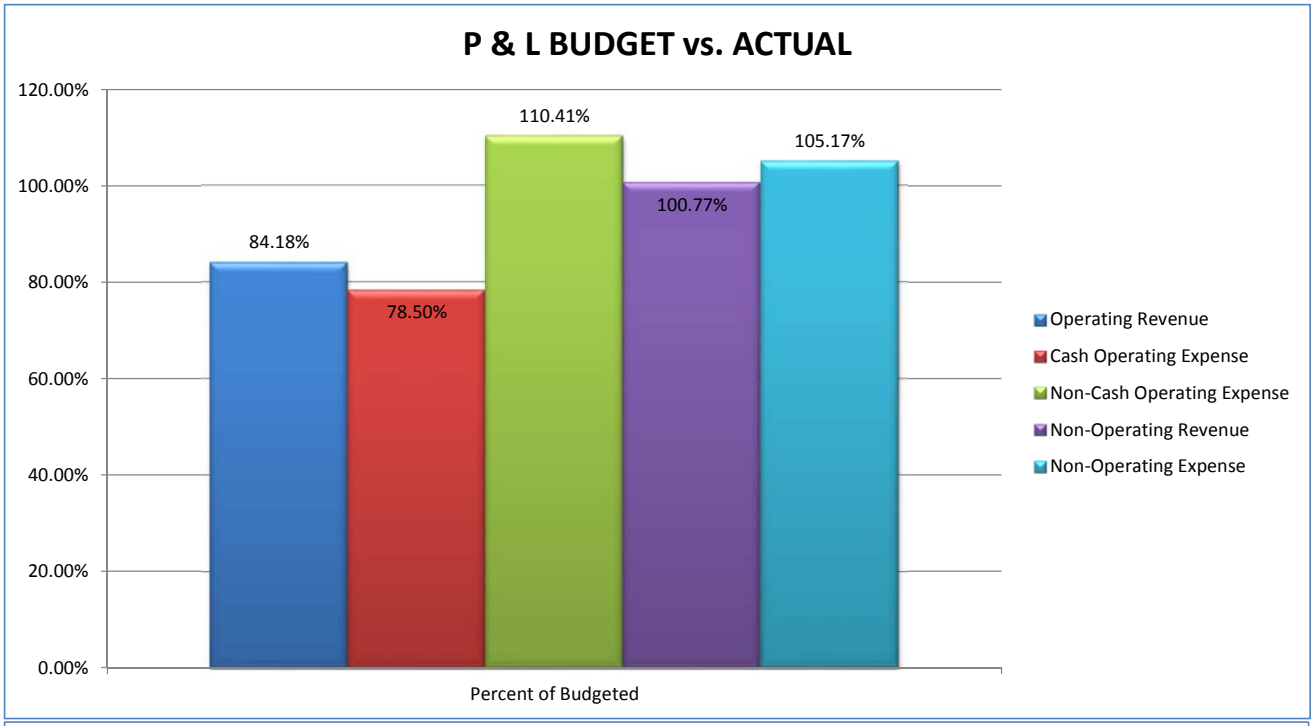
Consolidated Profit and Loss Statement
For the Eleven Months Ending 11/30/2015

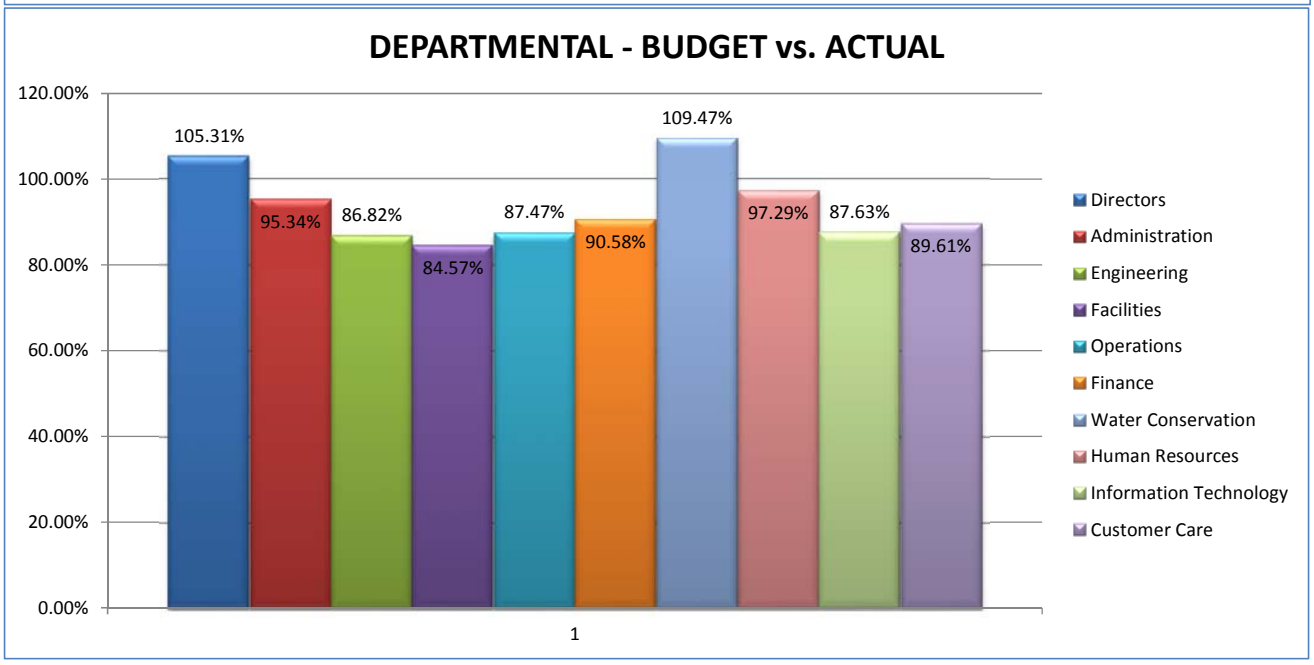
	Thru October	November	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	$ 64,663	$ 75,392	$ 140,054		$ 225,000	62.25%
Water Sales	5,366,076	521,536	5,887,612		8,550,500	68.86%
Meter Fees	9,714,790	974,632	10,689,422		11,506,000	92.90%
Water Quality Fees	773,062	72,106	845,168		1,146,500	73.72%
Elevation Fees	320,003	29,160	349,162		525,000	66.51%
Other (Page 3-1)	1,059,335	95,346	1,154,681		1,450,000	79.63%
Drought Surcharge	550,229	84,523	634,752		-	
Total Operating Revenue	**$ 17,848,156**	**$ 1,852,695**	**$ 19,700,852**	**$ -**	**$ 23,403,000**	**84.18%**
Cash Operating Expenses:						
Directors	$ 117,158	$ 7,632	$ 124,790		$ 118,500	105.31%
Administration*	2,337,149	213,449	2,550,598	8,000	2,675,250	95.34%
Engineering*	1,007,375	78,844	1,086,219	(1,600)	1,251,150	86.82%
Facilities**	4,847,594	419,782	5,267,376	230,775	6,228,775	84.57%
Operations	2,121,641	173,673	2,295,314		2,624,000	87.47%
Finance**	1,350,775	96,755	1,447,530	(1,352,725)	1,598,025	90.58%
Water Conservation	288,763	22,120	310,883		284,000	109.47%
Human Resources***	354,335	18,600	372,935	57,220	383,320	97.29%
Information Technology*	632,247	55,053	687,300	1,600	784,350	87.63%
Customer Care**	907,926	97,414	1,005,340	1,121,950	1,121,950	89.61%
Water Purchases*	1,764,376	9,481	1,773,857	(29,000)	2,371,000	74.81%
Water Purchases-Prior Year OAP	(36,045)	-	(36,045)		250,000	-14.42%
Water Recovery	(468,553)	-	(468,553)		(100,000)	468.55%
Plant Expenditures	720,632	31,982	752,614		1,146,500	65.64%
GAC Filter Media Replacement	596,045	-	596,045		1,896,000	31.44%
Total Cash Operating Expenses	**$ 16,541,418**	**$ 1,224,785**	**$ 17,766,203**	**$ 36,220**	**$ 22,632,820**	**78.50%**
Non-Cash Operating Expenses:						
Depreciation	$ 6,870,091	$ 534,253	$ 7,404,344		$ 6,450,000	114.80%
OPEB Accrual Expense	1,835,800	183,580	2,019,380		2,000,000	100.97%
Bad Debts	18,601	5,918	24,519		100,000	24.52%
Service Costs Construction	79,574	(100,361)	(20,788)		125,000	-16.63%
Capitalized Construction	(842,705)	(110,798)	(953,503)		(1,000,000)	95.35%
Total Non-Cash Operating Expenses	**$ 7,961,361**	**$ 512,593**	**$ 8,473,953**	**$ -**	**$ 7,675,000**	**110.41%**
Net Operating Profit/(Loss)	**$ (6,654,622)**	**$ 115,317**	**$ (6,539,305)**	**$ (36,220)**	**$ (6,904,820)**	**94.71%**
Non-Operating Revenues:						
Assessments (Debt Service)	$ 4,284,824	$ 443,333	$ 4,728,157		$ 5,100,000	92.71%
Assessments (1%)	1,671,172	140,000	1,811,172		1,950,000	92.88%
DWR Fixed Charge Recovery	328,685	4,272	332,957		100,000	332.96%
Interest	44,485	4,153	48,637		35,000	138.96%
Capital Improvement Fees	363,998	-	363,998		50,000	728.00%
Other	11,133	(28)	11,105		5,000	222.10%
Total Non-Operating Revenues	**$ 6,704,296**	**$ 591,730**	**$ 7,296,026**	**$ -**	**$ 7,240,000**	**100.77%**
Non-Operating Expenses:						
Interest on Long-Term Debt	$ 1,895,096	$ 186,900	$ 2,081,996		$ 2,111,000	98.63%
Amortization of SWP	1,728,770	172,877	1,901,647		1,679,000	113.26%
Change in Investments in PRWA	22,049	-	22,049		-	
Water Conservation Programs*	197,953	14,574	212,527	21,000	221,000	96.17%
Total Non-Operating Expenses	**$ 3,843,868**	**$ 374,351**	**$ 4,218,219**	**$ 21,000**	**$ 4,011,000**	**105.17%**
Net Earnings	**$ (3,794,193)**	**$ 332,696**	**$ (3,461,498)**	**$ (57,220)**	**$ (3,675,820)**	**94.17%**

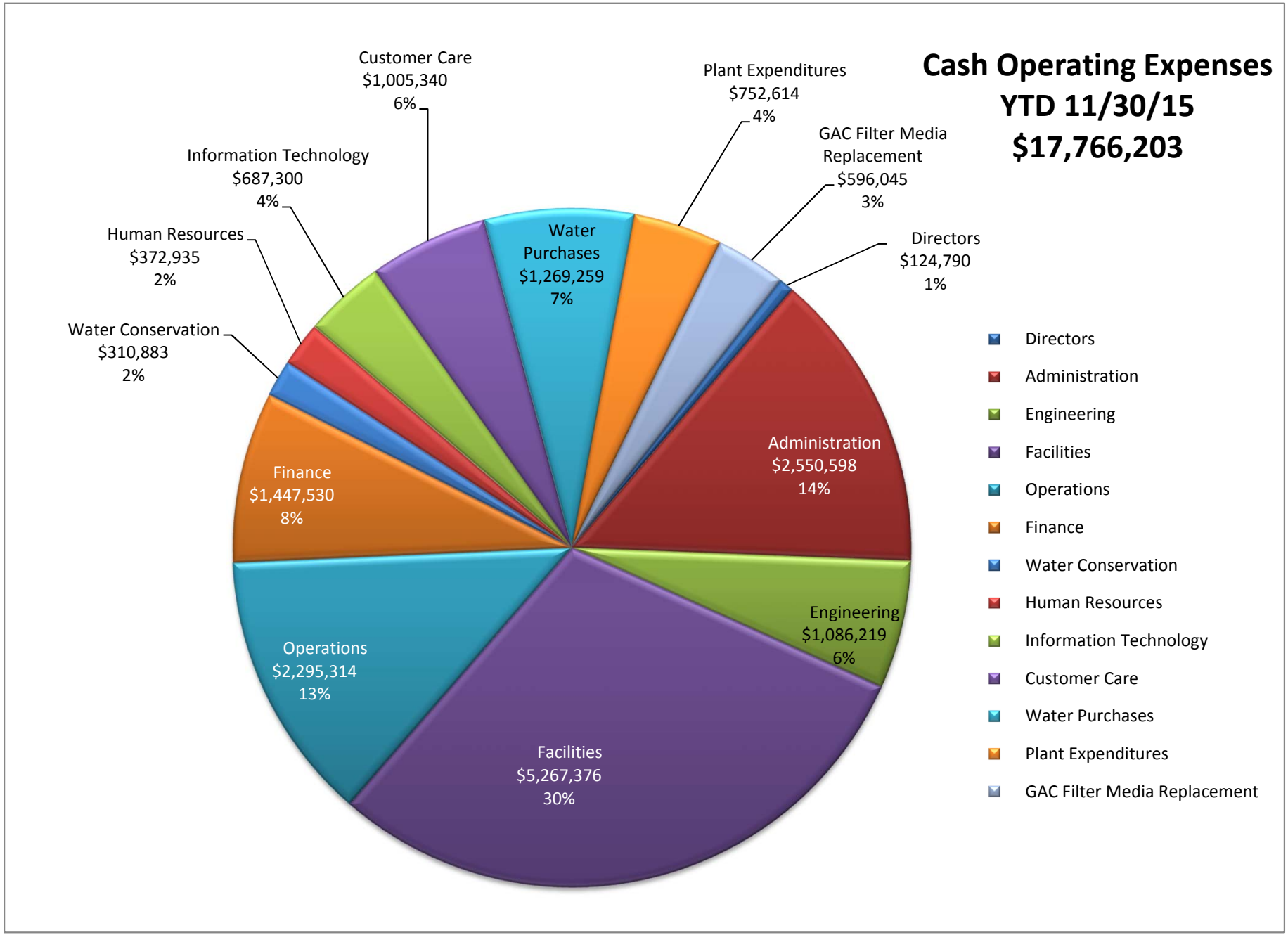
* Budget adjustments by General Manager per Appendix A
** Budget adjustment by Board action 04/08/15
*** Budget adjustment by Board action 11/26/14 & 08/12/15

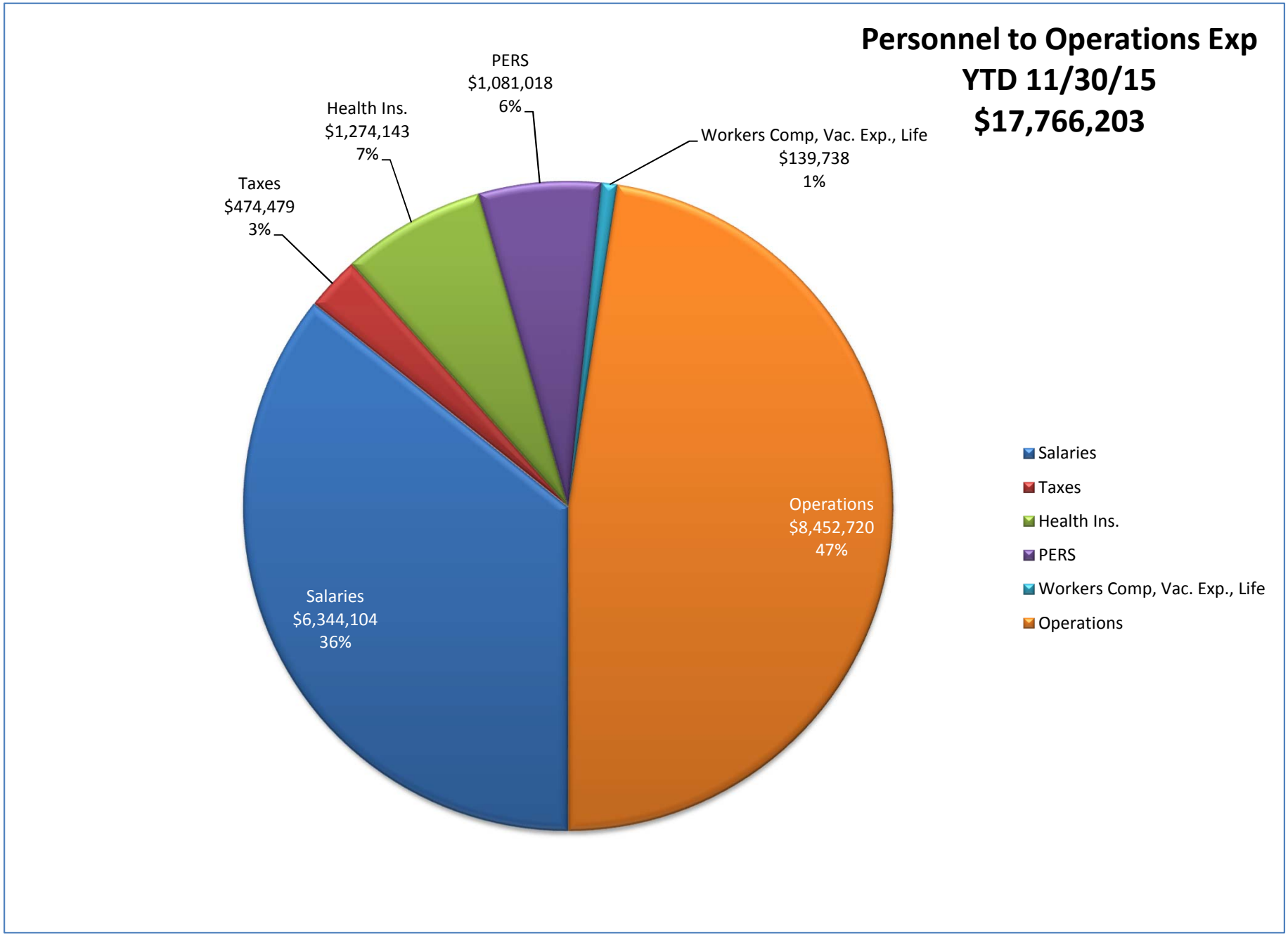
OTHER OPERATING REVENUE

5/8" Meter Charge($109)	$120.00
5/8" Meter W/Itron Assembly($212)	$212.00
Account Setup Charge($25)	$21,325.00
Account Setup Charge/CC ($35)	$32,225.00
Adjustment	$10.11
After Hours Service Call	$380.00
Construction Meter Install($250)	$1,250.00
Credit Check($10)	$190.00
Customer Request Turn On/Off($15)	$75.00
Door tag fee for Paperwork($20)	$60.00
Door Tag Fee($20)	$411,520.00
Grind Down Angle Stop ($230)	$475.00
Lock Broken or Missing($15)	$720.00
Miscellaneous Charge	$3,377.86
Non-Compliance Fee Backflow($50)	$1,450.00
Pulled Meter Service Charge($60)	$2,460.00
Rejected Payment Notification	$80.00
Repair Angle Stop After Hours($600.00)	$660.00
Repair Angle Stop($440.00)	$4,400.00
Shut-Off Charge($30)	$32,010.00
Shut-Off Notice Fee ($5)	$23,175.00
Standard Trip Charge($15)	$1,995.00
Unauthorized Use of Water($1000)	$2,000.00
Waste Water 1st Notice($50.00)	$57,550.00
Waste Water 2nd Notice ($250.00)	$10,500.00
Waste Water 3rd Notice ($500.00)	$1,500.00
Late Fees	$419,632.87
NSF Fee	$6,300.00
Inspection Fees	($17,896.46)
Settlements/Rebates	$81,446.29


P & L BUDGET vs. ACTUAL
120.00%
100.00%
80.00%
60.00%
40.00%
20.00%
0.00%
84.18%
78.50%
110.41%
100.77%
105.17%
Percent of Budgeted
Operating Revenue
Cash Operating Expense
Non-Cash Operating Expense
Non-Operating Revenue
Non-Operating Expense


DEPARTMENTAL - BUDGET vs. ACTUAL
120.00%
100.00%
80.00%
60.00%
40.00%
20.00%
0.00%
105.31%
95.34%
86.82%
84.57%
87.47%
90.58%
109.47%
97.29%
87.63%
89.61%
1
Directors
Administration
Engineering
Facilities
Operations
Finance
Water Conservation
Human Resources
Information Technology
Customer Care


Cash Operating Expenses
YTD 11/30/15
$17,766,203
Customer Care
$1,005,340
6%
Plant Expenditures
$752,614
4%
GAC Filter Media
Replacement
$596,045
3%
Information Technology
$687,300
4%
Directors
$124,790
1%
Human Resources
$372,935
2%
Water
Purchases
$1,269,259
7%
Water Conservation
$310,883
2%
Administration
$2,550,598
14%
Finance
$1,447,530
8%
Engineering
$1,086,219
6%
Operations
$2,295,314
13%
Facilities
$5,267,376
30%
Directors
Administration
Engineering
Facilities
Operations
Finance
Water Conservation
Human Resources
Information Technology
Customer Care
Water Purchases
Plant Expenditures
GAC Filter Media Replacement


Personnel to Operations Exp
YTD 11/30/15
$17,766,203
PERS
$1,081,018
6%
Health Ins.
$1,274,143
7%
Workers Comp, Vac. Exp., Life
$139,738
1%
Taxes
$474,479
3%
Operations
$8,452,720
47%
Salaries
$6,344,104
36%
Salaries
Taxes
Health Ins.
PERS
Workers Comp, Vac. Exp., Life
Operations

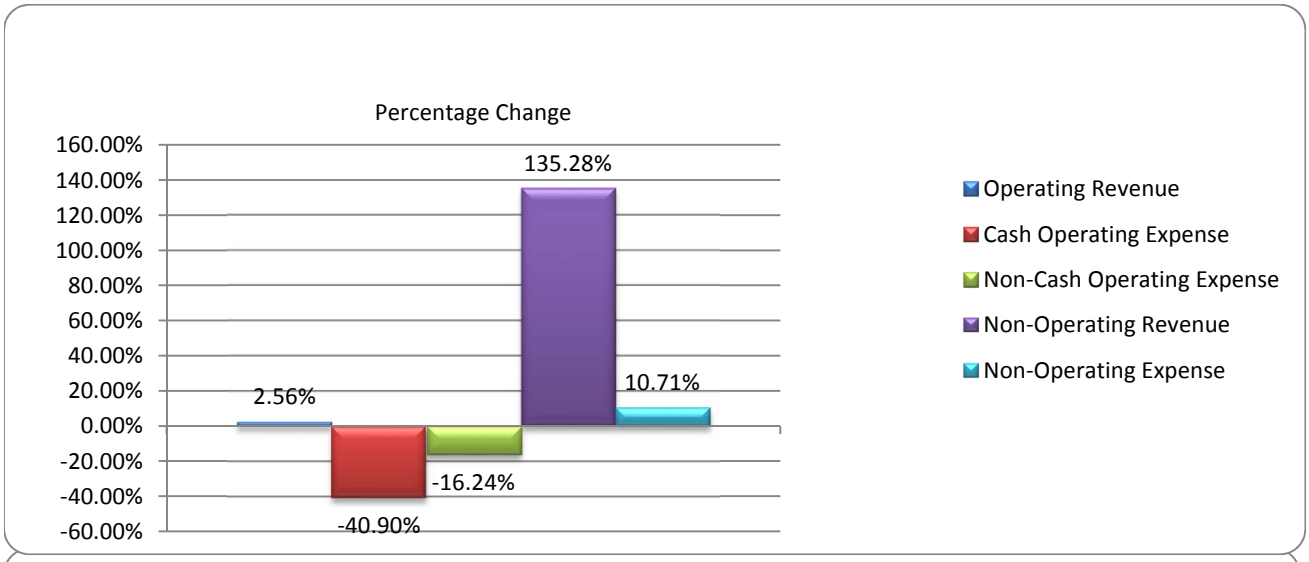
Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison - November

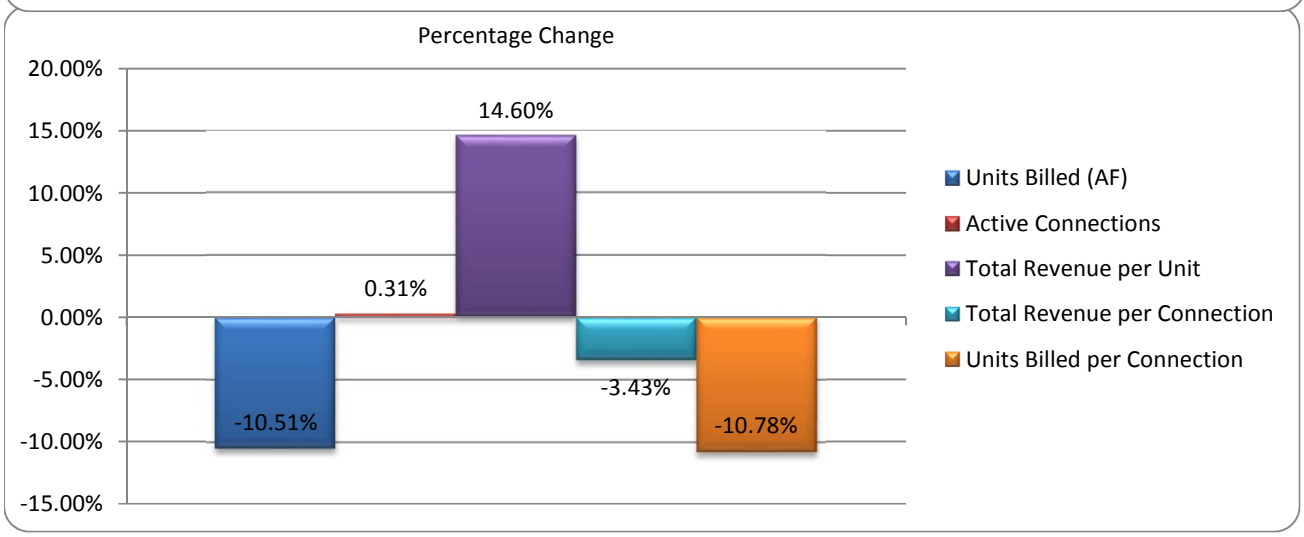
	2014 November	2015 November	Change	% Change
Operating Revenue:				
Wholesale Water	$ 23	$ 75,392	$ 75,369	
Water Sales	669,950	521,536	(148,414)	-22.15%
Meter Fees	908,878	974,632	65,754	7.23%
Water Quality Fees	115,273	72,106	(43,167)	-37.45%
Elevation Fees	32,843	29,160	(3,683)	-11.21%
Other	79,476	95,346	15,870	19.97%
Drought Surcharge	-	84,523	84,523	
Total Operating Revenue	**$ 1,806,443**	**$ 1,852,695**	**$ 46,252**	**2.56%**
Cash Operating Expenses:				
Directors	$ 7,742	$ 7,632	$ (111)	-1.43%
Administration	175,152	213,449	38,297	21.86%
Engineering	81,057	78,844	(2,213)	-2.73%
Facilities	291,758	419,782	128,024	43.88%
Operations	350,106	173,673	(176,433)	-50.39%
Finance	219,230	96,755	(122,475)	-55.87%
Water Conservation	23,791	22,120	(1,670)	-7.02%
Human Resources	27,340	18,600	(8,740)	-31.97%
Information Technology	87,160	55,053	(32,107)	-36.84%
Customer Care	-	97,414	97,414	
Water Purchases	80,522	9,481	(71,041)	-88.23%
Water Purchases-Prior Year OAP	-	-	-	
Water Recovery	(8,888)	-	8,888	-100.00%
Plant Expenditures	439,204	31,982	(407,222)	-92.72%
GAC Filter Media Replacement	298,050	-	(298,050)	-100.00%
Total Cash Operating Expenses	**$ 2,072,225**	**$ 1,224,785**	**$ (847,439)**	**-40.90%**
Non-Cash Operating Expenses:				
Depreciation	$ 548,512	$ 534,253	$ (14,258)	-2.60%
OPEB Accrual Expense	166,875	183,580	16,705	10.01%
Bad Debts	-	5,918	5,918	
Service Costs Construction	8,102	(100,361)	(108,463)	
Capitalized Construction	(111,533)	(110,798)	735	-0.66%
Total Non-Cash Operating Expenses	**$ 611,956**	**$ 512,593**	**$ (99,363)**	**-16.24%**
Net Operating Profit/(Loss)	**$ (877,738)**	**$ 115,317**	**$ 993,055**	**-113.14%**
Non-Operating Revenues:				
Assessments (Debt Service)	$ 108,586	$ 443,333	$ 334,748	308.28%
Assessments (1%)	34,283	140,000	105,717	308.37%
DWR Fixed Charge Recovery	88,039	4,272	(83,767)	-95.15%
Interest	7,851	4,153	(3,698)	-47.11%
Capital Improvement Fees	-	-	-	
Other	12,742	(28)	(12,770)	-100.22%
Total Non-Operating Revenues	**$ 251,500**	**$ 591,730**	**$ 340,230**	135.28%
Non-Operating Expenses:				
Interest on Long-Term Debt	$ 188,730	$ 186,900	$ (1,829)	-0.97%
Amortization of SWP	131,561	172,877	41,316	31.40%
Change in Investments in PRWA	-	-	-	
Water Conservation Programs	17,853	14,574	(3,279)	-18.37%
Total Non-Operating Expenses	**$ 338,144**	**$ 374,351**	**$ 36,208**	10.71%
Net Earnings	**$ (964,381)**	**$ 332,696**	**$ 1,297,077**	**-134.50%**

Consumption Comparison

	2014	2015
Units Billed	577,541	516,864
Active	26,460	26,542
Vacant	913	849
Rev/unit	$ 3.13	$ 3.58
Rev/con	$ 65.27	$ 63.03
Unit/con	21.83	19.47

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





	2014	2015	Change	
Units Billed (AF)	1,326	1,187	-139	-10.51%
Active Connections	26,460	26,542	82	0.31%
Non-Active	913	849	-64	-7.01%
Total Revenue per Unit	$3.13	$3.58	$0.46	14.60%
Total Revenue per Connection	$65.27	$63.03	-$2.24	-3.43%
Units Billed per Connection	21.83	19.47	-2.35	-10.78%

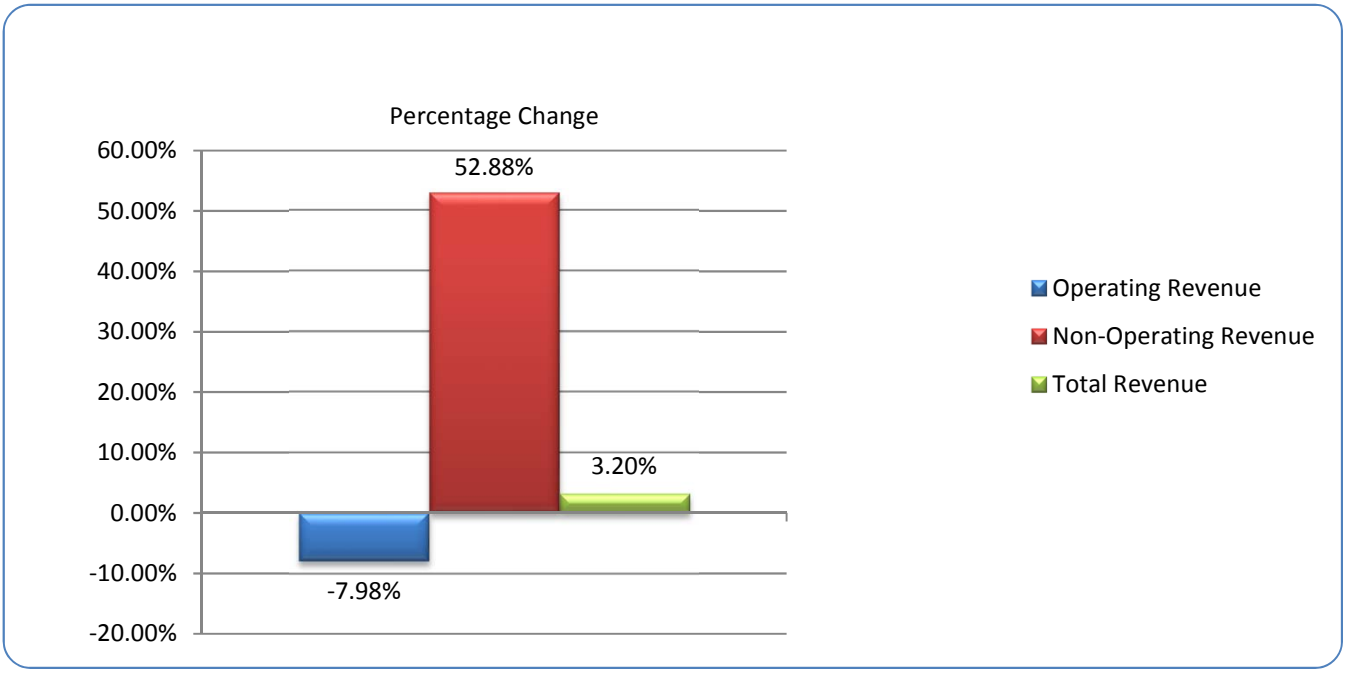
Palmdale Water District
Revenue Analysis
For the Eleven Months Ending 11/30/2015

	2015 Thru October	2015 November	2015 Year-to-Date	2015 Adjusted Budget	2015 % of Budget	2014 to 2015 Comparison Thru October	2014 to 2015 Comparison November	2014 to 2015 Comparison Year-to-Date	2014 to 2015 Comparison % Change	
Operating Revenue:										
Wholesale Water	$ 64,663	$ 75,392	$ 140,054	$ 225,000	62.25%	$ (129,567)	$ 75,369	$ (54,198)	-27.90%	
Water Sales	5,366,076	521,536	5,887,612	8,550,500	68.86%	(1,694,241)	(148,414)	(1,842,655)	-23.84%	
Meter Fees	9,714,790	974,632	10,689,422	11,506,000	92.90%	292,823	65,754	358,577	3.47%	
Water Quality Fees	773,062	72,106	845,168	1,146,500	73.72%	(582,780)	(43,167)	(625,947)	-42.55%	(2,568,631)
Elevation Fees	320,003	29,160	349,162	525,000	66.51%	(96,346)	(3,683)	(100,029)	-22.27%	
Other	1,059,335	95,346	1,154,681	1,450,000	79.63%	(78,635)	15,870	(62,765)	-5.16%	
Drought Surcharge	550,229	84,523	634,752	-		550,229	84,523	634,752		
Total Water Sales	**$ 17,848,156**	**$ 1,852,695**	**$ 19,700,852**	**$ 23,403,000**	**84.18%**	**$ (1,738,517)**	**$ 46,252**	**$ (1,692,265)**	**-7.98%**	
Non-Operating Revenues:										
Assessments (Debt Service)	$ 4,284,824	$ 443,333	$ 4,728,157	$ 5,100,000	92.71%	$ 1,379,196	$ 334,748	$ 1,713,944	56.86%	
Assessments (1%)	1,671,172	140,000	1,811,172	1,950,000	92.88%	456,073	105,717	561,790	44.97%	
DWR Fixed Charge Recovery	328,685	4,272	332,957	100,000	332.96%	195,146	(83,767)	111,379	50.27%	
Interest	44,485	4,153	48,637	35,000	138.96%	1,277	(3,698)	(2,422)	-4.74%	
Capital Improvement Fees	363,998	-	363,998	50,000	728.00%	350,739	-	350,739	2645.38%	
Other	11,133	(28)	11,105	5,000	222.10%	(199,068)	(12,770)	(211,838)	-95.02%	
Total Non-Operating Revenues	**$ 6,704,296**	**$ 591,730**	**$ 7,296,026**	**$ 7,240,000**	**100.77%**	**$ 2,183,363**	**$ 340,230**	**$ 2,523,593**	**52.88%**	
Total Revenue	**$ 24,552,453**	**$ 2,444,425**	**$ 26,996,878**	**$ 30,643,000**	**88.10%**	**$ 444,846**	**$ 386,482**	**$ 831,329**	**3.20%**	

	2014 Thru October	2014 November	2014 Year-to-Date	2014 Adjusted Budget	2014 % of Budget
Operating Revenue:					
Wholesale Water	$ 194,229	$ 23	$ 194,252	$ 225,000	86.33%
Water Sales	7,060,317	669,950	7,730,267	9,053,000	85.39%
Meter Fees	9,421,966	908,878	10,330,844	11,255,000	91.79%
Water Quality Fees	1,355,842	115,273	1,471,115	1,638,000	89.81%
Elevation Fees	416,349	32,843	449,192	525,000	85.56%
Other	1,137,969	79,476	1,217,445	1,700,000	71.61%
Drought Surcharge	-	-	-	-	
Total Water Sales	**$ 19,392,444**	**$ 1,806,420**	**$ 21,198,864**	**$ 24,171,000**	**87.70%**
Non-Operating Revenues:					
Assessments (Debt Service)	$ 2,905,627	$ 108,586	$ 3,014,213	$ 4,400,000	68.50%
Assessments (1%)	1,215,099	34,283	1,249,382	1,800,000	69.41%
DWR Fixed Charge Recovery	133,539	88,039	221,578	100,000	221.58%
Interest	43,208	7,851	51,059	25,000	204.24%
Capital Improvement Fees	13,259	-	13,259	150,000	8.84%
Other	210,201	12,742	222,942	185,000	120.51%
Total Non-Operating Revenues	**$ 4,520,933**	**$ 251,500**	**$ 4,772,433**	**$ 6,660,000**	**71.66%**
Total Revenue	**$ 23,913,377**	**$ 2,057,920**	**$ 25,971,297**	**$ 30,831,000**	**84.24%**

REVENUE COMPARISON YEAR-TO-DATE

November '14-To-November '15



Palmdale Water District
Operating Expense Analysis
For the Eleven Months Ending 11/30/2015

	2015					2014 to 2015 Comparison			
	Thru October	November	Year-to-Date	Adjusted Budget	% of Budget	Thru October	November	Year-to-Date	% Change
Cash Operating Expenses:									
Directors	$ 117,158	$ 7,632	$ 124,790	$ 118,500	105.31%	$ (3,805)	$ (111)	$ (3,916)	-3.04%
Administration	2,337,149	213,449	2,550,598	2,667,250	95.63%	(433,792)	38,297	(395,495)	-13.42%
Engineering	1,007,375	78,844	1,086,219	1,251,150	86.82%	126,568	(2,213)	124,355	12.93%
Facilities	4,847,594	419,782	5,267,376	6,228,775	84.57%	2,148,467	128,024	2,276,490	76.11%
Operations	2,121,641	173,673	2,295,314	2,624,000	87.47%	(2,514,548)	(176,433)	(2,690,980)	-53.97%
Finance	1,350,775	96,755	1,447,530	1,598,025	90.58%	(1,173,695)	(122,475)	(1,296,171)	-47.24%
Water Conservation	288,763	22,120	310,883	284,000	109.47%	162,586	(1,670)	160,916	107.30%
Human Resources	354,335	18,600	372,935	326,100	114.36%	161,488	(8,740)	152,748	69.37%
Information Technology	632,247	55,053	687,300	784,350	87.63%	13,867	(32,107)	(18,240)	-2.59%
Customer Care	907,926	97,414	1,005,340	1,121,950	89.61%	907,926	97,414	1,005,340	
Water Purchases	1,764,376	9,481	1,773,857	2,379,000	74.56%	(506,693)	(71,041)	(577,734)	-24.57%
Water Purchases-Prior Year OAP	(36,045)	-	(36,045)	250,000	-14.42%	(36,728)	-	(36,728)	
Water Recovery	(468,553)	-	(468,553)	(100,000)	468.55%	(49,922)	8,888	(41,034)	9.60%
Plant Expenditures	720,632	31,982	752,614	1,146,500	65.64%	(907,323)	(407,222)	(1,314,544)	-63.59%
GAC Filter Media Replacement	596,045	-	596,045	1,896,000	31.44%	(310,827)	(298,050)	(608,877)	-50.53%
Total Cash Operating Expenses	**$ 16,541,418**	**$ 1,224,785**	**$ 17,766,203**	**$ 22,575,600**	**78.70%**	**$ (2,416,432)**	**$ (847,439)**	**$ (3,263,871)**	**-18.37%**
Non-Cash Operating Expenses:									
Depreciation	$ 6,870,091	$ 534,253	$ 7,404,344	$ 6,450,000	114.80%	$ 819,579	$ (14,258)	$ 805,320	12.20%
OPEB Accrual Expense	1,835,800	183,580	2,019,380	2,000,000	100.97%	167,051	16,705	183,756	10.01%
Bad Debts	18,601	5,918	24,519	100,000	24.52%	(12,064)	5,918	(6,146)	-20.04%
Service Costs Construction	79,574	(100,361)	(20,788)	125,000	-16.63%	164,627	(108,463)	56,163	-72.99%
Capitalized Construction	(842,705)	(110,798)	(953,503)	(1,000,000)	95.35%	406,410	735	407,145	-29.92%
Total Non-Cash Operating Expenses	**$ 7,961,361**	**$ 512,593**	**$ 8,473,953**	**$ 7,675,000**	**110.41%**	**$ 1,545,602**	**$ (99,363)**	**$ 1,446,239**	**17.07%**
Non-Operating Expenses:									
Interest on Long-Term Debt	$ 1,895,096	$ 186,900	$ 2,081,996	$ 2,111,000	98.63%	$ (40,707)	$ (1,829)	$ (42,536)	-2.00%
Amortization of SWP	1,728,770	172,877	1,901,647	1,679,000	113.26%	133,670	41,316	174,986	10.13%
Change in Investments in PRWA	22,049	-	22,049	-					
Water Conservation Programs	197,953	14,574	212,527	221,000	96.17%	91,084	(3,279)	87,805	70.40%
Total Non-Operating Expenses	**$ 3,843,868**	**$ 374,351**	**$ 4,218,219**	**$ 4,011,000**	**105.17%**	**$ 184,047**	**$ 36,208**	**$ 220,254**	**5.54%**
Total Expenses	**$ 28,346,646**	**$ 2,111,730**	**$ 30,458,376**	**$ 34,261,600**	**88.90%**	**$ (686,783)**	**$ (910,594)**	**$ (1,597,378)**	**-4.99%**

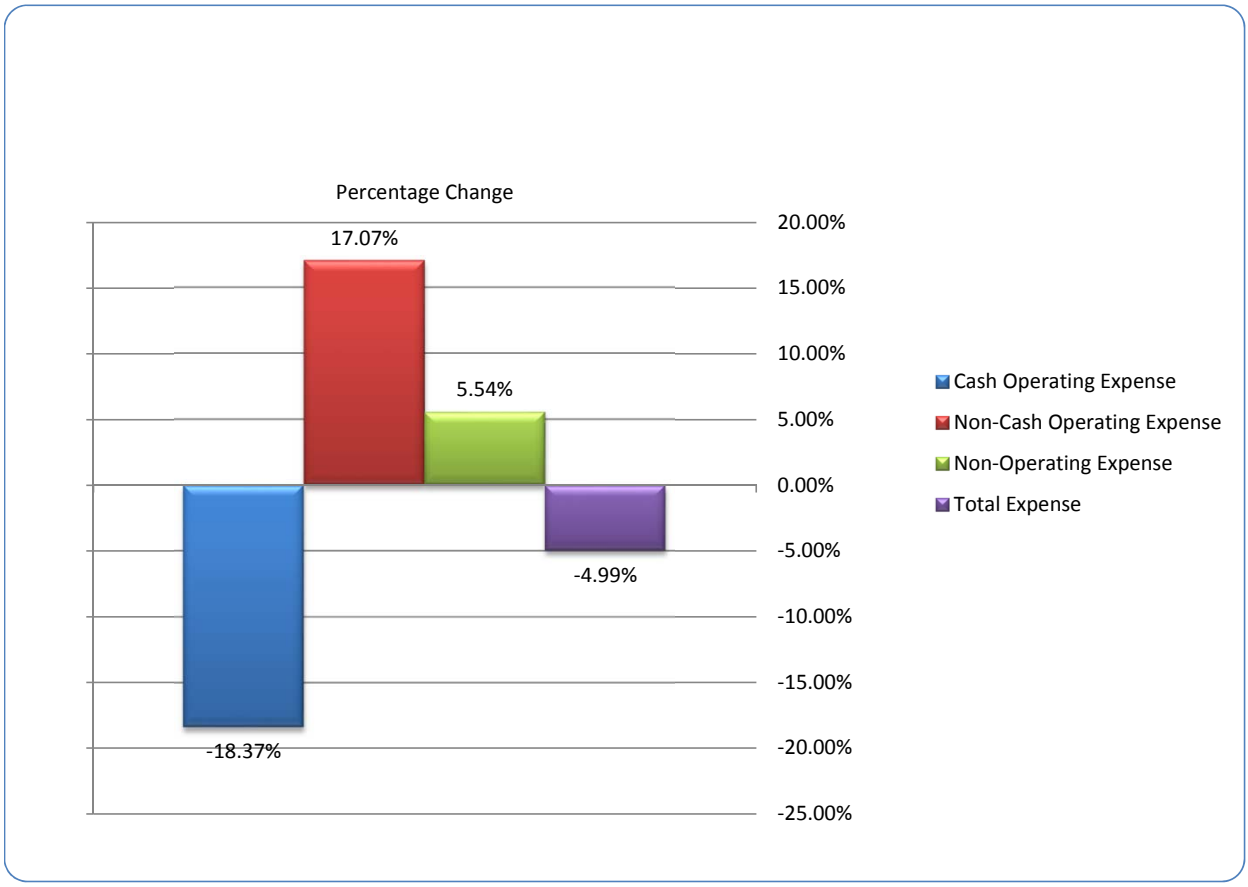
Palmdale Water District
Operating Expense Analysis
For the Eleven Months Ending 11/30/2015

2014 to 2015 Comparison

	2014 Thru October	November	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	$ 120,964	$ 7,742	$ 128,706	$ 114,500	112.41%
Administration	2,770,941	175,152	2,946,094	3,490,000	84.42%
Engineering	880,807	81,057	961,864	1,079,800	89.08%
Facilities	2,699,128	291,758	2,990,886	3,408,500	87.75%
Operations	4,636,188	350,106	4,986,294	5,453,500	91.43%
Finance	2,524,470	219,230	2,743,700	2,968,750	92.42%
Water Conservation	126,177	23,791	149,968	270,000	55.54%
Human Resources	192,846	27,340	220,187	215,300	102.27%
Information Technology	618,380	87,160	705,540	828,600	85.15%
Customer Care	-	-	-	-	
Water Purchases	2,271,070	80,522	2,351,592	2,400,000	97.98%
Water Purchases-Prior Year OAP	683	-	683	250,000	0.27%
Water Recovery	(418,631)	(8,888)	(427,519)	(100,000)	427.52%
Plant Expenditures	1,627,955	439,204	2,067,158	2,143,500	96.44%
GAC Filter Media Replacement	906,872	298,050	1,204,922	1,638,000	73.56%
Total Cash Operating Expenses	**$ 18,957,850**	**$ 2,072,225**	**$ 21,030,074**	**$ 24,160,450**	**87.04%**
Non-Cash Operating Expenses:					
Depreciation	$ 6,050,512	$ 548,512	$ 6,599,024	$ 7,350,000	89.78%
OPEB Accrual Expense	1,668,749	166,875	1,835,624	2,000,000	91.78%
Bad Debts	30,665	-	30,665	100,000	30.67%
Service Costs Construction	(85,053)	8,102	(76,951)	125,000	-61.56%
Capitalized Construction	(1,249,115)	(111,533)	(1,360,648)	(1,000,000)	136.06%
Total Non-Cash Operating Expenses	**$ 6,415,759**	**$ 611,956**	**$ 7,027,715**	**$ 8,575,000**	**81.96%**
Non-Operating Expenses:					
Interest on Long-Term Debt	$ 1,935,803	$ 188,730	$ 2,124,533	$ 2,111,000	100.64%
Amortization of SWP	1,595,100	131,561	1,726,661	1,679,000	102.84%
Water Conservation Programs	106,869	17,853	124,722	143,000	87.22%
Total Non-Operating Expenses	**$ 3,637,772**	**$ 338,144**	**$ 3,975,916**	**$ 3,933,000**	**101.09%**
Total Expenses	**$ 29,011,381**	**$ 3,022,324**	**$ 32,033,705**	**$ 36,668,450**	**87.36%**

EXPENSE COMPARISON YEAR-TO-DATE

November '14-To-November '15



Palmdale Water District
2015 Directors Budget
For the Eleven Months Ending Monday, November 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	$ 52,350	$ 45,000	$ -	$ (7,350)	116.33%
Employee Benefits					
1-01-4005-000 Payroll Taxes	3,991	5,500		1,509	72.56%
1-01-4010-000 Health Insurance	53,127	58,000		4,873	91.60%
Subtotal (Benefits)	57,117	63,500	-	4,873	89.95%
Total Personnel Expenses	$ 109,467	$ 108,500	$ -	$ (2,477)	100.89%
OPERATING EXPENSES:					
1-01-4050-000 Directors Travel, Seminars & Meetings	15,322	10,000		(5,322)	153.22%
Subtotal Operating Expenses	15,322	10,000	-	(5,322)	153.22%
Total O & M Expenses	$ 124,790	$ 118,500	$ -	$ (7,799)	105.31%

Palmdale Water District
2015 Administration Budget
For the Eleven Months Ending Monday, November 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	$ 809,100	$ 860,500		$ 51,400	94.03%
1-02-4000-100 Overtime	6,314	8,250		1,936	76.53%
1-02-4000-200 On-Call	76,703	67,500		(9,203)	113.63%
Subtotal (Salaries)	$ 892,117	$ 936,250	$ -	$ 44,133	95.29%
Employee Benefits					
1-02-4005-000 Payroll Taxes	$ 54,695	$ 66,000		11,305	82.87%
1-02-4010-000 Health Insurance	122,608	134,000		11,392	91.50%
1-02-4015-000 PERS	289,819	169,000		(120,819)	171.49%
1-02-4020-000 Worker's Compensation	87,519	125,000		37,481	70.02%
1-02-4025-000 Vacation Benefit Expense	45,840	35,000		(10,840)	130.97%
1-02-4030-000 Life Insurance	6,379	8,000		1,621	79.74%
Subtotal (Benefits)	$ 606,860	$ 537,000	$ -	$ (69,860)	113.01%
Total Personnel Expenses	$ 1,498,976	$ 1,473,250	$ -	$ (25,726)	101.75%
OPERATING EXPENSES:					
1-02-4050-100 General Manager Travel	$ 6,549	$ 5,000		(1,549)	130.98%
1-02-4060-100 General Manager Conferences & Seminars	3,915	4,000		85	97.88%
1-02-4080-000 Other Operating	18,154	20,000		1,846	90.77%
1-02-4110-000 Consultants	151,798	175,000		23,202	86.74%
1-02-4125-000 Insurance	272,253	285,000		12,747	95.53%
1-02-4130-000 Bank Charges	134,848	140,000		5,152	96.32%
1-02-4135-000 Groundwater Adjudication	124,178	75,000		(49,178)	165.57%
1-02-4140-000 Legal Services	141,286	160,000		18,714	88.30%
1-02-4150-000 Accounting Services	23,391	25,000		1,609	93.56%
1-02-4165-000 Memberships/Subscriptions	99,916	210,000		110,084	47.58%
1-02-4175-000 Permits	16,856	10,000		(6,856)	168.56%
1-02-4180-000 Postage	17,962	27,500		9,538	65.31%
1-02-4190-100 Public Relations - Publications	9,083	35,000		25,917	25.95%
1-02-4190-900 Public Relations - Other	-	1,000		1,000	0.00%
1-02-4200-000 Advertising	3,602	3,500		(102)	102.91%
1-02-4205-000 Office Supplies	19,650	18,000		(1,650)	109.17%
1-02-4210-000 Office Furniture*	8,180	-	8,000	(180)	102.25%
Subtotal Operating Expenses	$ 1,051,622	$ 1,194,000	$ 8,000	$ 150,378	87.49%
Total Departmental Expenses	$ 2,550,598	$ 2,667,250	$ 8,000	$ 124,652	95.34%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Engineering Budget
For the Eleven Months Ending Monday, November 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	$ 723,959	$ 809,000		$ 85,041	89.49%
1-03-4000-100 Overtime	4,031	6,750		2,719	59.73%
Subtotal (Salaries)	$ 727,991	$ 815,750		$ 87,759	89.24%
Employee Benefits					
1-03-4005-000 Payroll Taxes	55,996	61,000		5,004	91.80%
1-03-4010-000 Health Insurance	127,102	154,500		27,398	82.27%
1-03-4015-000 PERS	106,836	142,000		35,164	75.24%
Subtotal (Benefits)	$ 289,935	$ 357,500	$ -	$ 67,565	81.10%
Total Personnel Expenses	$ 1,017,925	$ 1,173,250	$ -	$ 155,325	86.76%
OPERATING EXPENSES:					
1-03-4155-000 Contracted Services	54,639	61,500		6,861	88.84%
1-03-4165-000 Memberships/Subscriptions	1,964	2,000		36	98.22%
1-03-4250-000 General Materials & Supplies	2,297	2,500		203	91.88%
1-03-8100-100 Computer Software - Maint. & Support*	9,393	13,500	(1,600)	4,107	69.58%
Subtotal Operating Expenses	$ 68,293	$ 79,500	$ (1,600)	$ 11,207	85.90%
Total Departmental Expenses	$ 1,086,219	$ 1,252,750	$ (1,600)	$ 166,531	86.71%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Facilities Budget
For the Eleven Months Ending Monday, November 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-04-4000-000	Salaries	$ 1,689,509	$ 2,049,000		$ 359,491	82.46%
1-04-4000-100	Overtime	80,084	65,000		(15,084)	123.21%
	Subtotal (Salaries)	$ 1,769,593	$ 2,114,000	$ -	$ 344,407	83.71%
Employee Benefits						
1-04-4005-000	Payroll Taxes	137,449	157,000		19,551	87.55%
1-04-4010-000	Health Insurance	402,688	466,000		63,312	86.41%
1-04-4015-000	PERS	255,255	362,000		106,745	70.51%
	Subtotal (Benefits)	$ 795,393	$ 985,000	$ -	$ 189,607	80.75%
	Total Personnel Expenses	$ 2,564,986	$ 3,099,000	$ -	$ 534,014	82.77%
OPERATING EXPENSES:						
1-04-4155-000	Contracted Services	$ 122,533	$ 125,000		$ 2,467	98.03%
1-04-4175-000	Permits-Dams	3,508	50,000		46,492	7.02%
1-04-4215-100	Natural Gas - Wells & Boosters	185,478	236,000		50,522	
1-04-4215-200	Natural Gas - Buildings	5,190	9,000		3,810	57.66%
1-04-4220-100	Electricity - Wells & Boosters	1,459,274	1,515,000		55,726	
1-04-4220-200	Electricity - Buildings	82,292	75,000		(7,292)	109.72%
1-04-4225-000	Maint. & Repair - Vehicles	28,043	40,000		11,957	70.11%
1-04-4230-100	Maint. & Rep. Office Building	9,786	15,000		5,214	65.24%
1-04-4235-110	Maint. & Rep. Equipment	5,123	6,500		1,377	78.81%
1-04-4235-400	Maint. & Rep. Operations - Wells	84,176	75,000		(9,176)	112.24%
1-04-4235-405	Maint. & Rep. Operations - Boosters	28,622	50,000		21,378	57.24%
1-04-4235-410	Maint. & Rep. Operations - Shop Bldgs	1,560	10,000		8,440	15.60%
1-04-4235-415	Maint. & Rep. Operations - Facilities	21,270	15,000		(6,270)	141.80%
1-04-4235-420	Maint. & Rep. Operations - Water Lines	196,102	240,000		43,898	81.71%
1-04-4235-425	Maint. & Rep. Operations - Littlerock Dam	-	15,000		15,000	0.00%
1-04-4235-430	Maint. & Rep. Operations - Palmdale Dam	1,160	7,500		6,340	15.47%
1-04-4235-435	Maint. & Rep. Operations - Palmdale Canal	3,823	10,000		6,177	38.23%
1-04-4235-440	Maint. & Rep. Operations - Large Meters**	1,571	-	7,870	6,299	19.97%
1-04-4235-445	Maint. & Rep. Operations - Telemetry	6,160	2,250		(3,910)	273.76%
1-04-4235-450	Maint. & Rep. Operations - Hypo Generators	1,303	12,000		10,697	10.86%
1-04-4235-455	Maint. & Rep. Operations - Heavy Equipment	45,308	35,000		(10,308)	129.45%
1-04-4235-460	Maint. & Rep. Operations - Storage Reservoirs	2,615	5,000		2,385	52.29%
1-04-4235-470	Maint. & Rep. Operations - Meters Exchanges**	105,092	-	211,950	106,858	49.58%
1-04-4250-100	General Supplies - Hot Tapping Program	5,549	-		(5,549)	
1-04-4270-300	Telecommunication - Other	3,494	2,750		(744)	127.04%
1-04-4300-200	Testing - Large Meters**	11,345	-	10,955	(390)	103.56%
1-04-4300-300	Testing - Edison Testing	-	6,000		6,000	0.00%
1-04-6000-000	Waste Disposal	13,047	25,000		11,953	52.19%
1-04-6100-100	Fuel and Lube - Vehicle	81,124	130,000		48,876	62.40%
1-04-6100-200	Fuel and Lube - Machinery	33,619	43,000		9,381	78.18%
1-04-6200-000	Uniforms	24,998	22,500		(2,498)	111.10%
1-04-6300-100	Supplies - General	49,109	47,500		(1,609)	103.39%
1-04-6300-200	Supplies - Hypo Generators	2,114	6,500		4,386	32.52%
1-04-6300-300	Supplies - Electrical	283	3,000		2,717	9.45%
1-04-6300-400	Supplies - Telemetry	4,965	5,000		35	99.30%
1-04-6300-800	Supplies - Construction Materials	38,552	35,000		(3,552)	110.15%
1-04-6400-000	Tools	20,149	12,000		(8,149)	167.91%
1-04-7000-100	Leases -Equipment	14,054	12,500		(1,554)	112.43%
	Subtotal Operating Expenses	$ 2,702,390	$ 2,899,000	$ 230,775	$ 427,385	86.34%
	Total Departmental Expenses	$ 5,267,376	$ 5,998,000	$ 230,775	$ 961,399	84.57%

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

Palmdale Water District
2015 Operation Budget
For the Eleven Months Ending Monday, November 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-05-4000-000	Salaries	$ 952,812	$ 1,104,500		$ 151,688	86.27%
1-05-4000-100	Overtime	53,521	53,750		229	99.57%
	Subtotal (Salaries)	$ 1,006,332	$ 1,158,250	$ -	$ 151,918	86.88%
Employee Benefits						
1-05-4005-000	Payroll Taxes	76,358	90,750		14,392	84.14%
1-05-4010-000	Health Insurance	190,005	200,000		9,995	95.00%
1-05-4015-000	PERS	145,374	203,000		57,626	71.61%
	Subtotal (Benefits)	$ 411,736	$ 493,750	$ -	$ 82,014	83.39%
	Total Personnel Expenses	$ 1,418,069	$ 1,652,000	$ -	$ 233,931	85.84%
OPERATING EXPENSES:						
1-05-4155-000	Contracted Services*	$ 81,839	$ 67,500	$ 12,200	$ (2,139)	102.68%
1-05-4175-000	Permits	22,967	40,000		17,033	57.42%
1-05-4215-200	Natural Gas - WTP	1,049	3,000		1,951	34.96%
1-05-4220-200	Electricity - WTP	142,544	125,000		(17,544)	114.03%
1-05-4230-110	Maint. & Rep. - Office Equipment	-	500		500	0.00%
1-05-4235-110	Maint. & Rep. Operations - Equipment	15,489	11,500		(3,989)	134.69%
1-05-4235-410	Maint. & Rep. Operations - Shop Bldgs	791	6,000		5,209	13.18%
1-05-4235-415	Maint. & Rep. Operations - Facilities	80,216	45,000		(35,216)	178.26%
1-05-4235-450	Maint. & Rep. Operations - Hypo Generator	17,250	18,000		750	95.84%
1-05-4235-500	Maint. & Rep. Operations - Wind Turbine*	7,887	6,000	5,000	3,113	71.70%
1-05-4236-000	Palmdale Lake Management*	30,104	15,000	10,000	(5,104)	120.41%
1-05-6000-000	Waste Disposal	11,607	14,000		2,393	82.91%
1-05-6200-000	Uniforms	14,255	12,000		(2,255)	118.79%
1-05-6300-100	Supplies - General	8,251	15,000		6,749	55.00%
1-05-6300-600	Supplies - Lab	35,945	35,000		(945)	102.70%
1-05-6300-700	Outside Lab Work	69,830	64,000		(5,830)	109.11%
1-05-6400-000	Tools	9,582	6,500		(3,082)	147.42%
1-05-6500-000	Chemicals*	326,482	485,000	(27,200)	131,318	71.32%
1-05-7000-100	Leases -Equipment	1,157	3,000		1,843	38.58%
	Subtotal Operating Expenses	$ 877,245	$ 972,000	$ -	$ 94,755	90.25%
	Total Departmental Expenses	$ 2,295,314	$ 2,624,000	$ -	$ 328,686	87.47%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Finance Budget
For the Eleven Months Ending Monday, November 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-06-4000-000	Salaries**	$ 727,290	$ 1,546,000	$ (727,000)	$ 91,710	88.80%
1-06-4000-100	Overtime**	4,124	19,000	(13,500)	1,376	74.97%
	Subtotal (Salaries)	$ 731,414	$ 1,565,000	$ (740,500)	$ 93,086	88.71%
Employee Benefits						
1-06-4005-000	Payroll Taxes**	54,694	118,500	(54,000)	9,806	84.80%
1-06-4010-000	Health Insurance**	130,655	316,000	(173,000)	12,345	91.37%
1-06-4015-000	PERS**	127,659	297,000	(132,000)	37,341	77.37%
	Subtotal (Benefits)	$ 313,008	$ 731,500	$ (359,000)	$ 59,492	84.03%
	Total Personnel Expenses	$ 1,044,422	$ 2,296,500	$ (1,099,500)	$ 152,578	87.25%
OPERATING EXPENSES:						
1-06-4155-000	Contracted Services **	$ 13,222	$ 24,750	$ (16,950)	$ (5,422)	169.51%
1-06-4155-100	Contracted Services - Infosend	197,330	205,000		7,670	96.26%
1-06-4165-000	Memberships/Subscriptions	110	500		390	22.00%
1-06-4230-110	Maintenance & Repair - Office Equipment**	-	1,000	(500)	500	0.00%
1-06-4235-440	Maint. & Rep. Operations - Large Meters**	2,129	10,000	(7,870)	1	99.97%
1-06-4235-470	Maint. & Rep. Operations - Meter Exchanges**	138,045	350,000	(211,950)	5	100.00%
1-06-4250-000	General Material & Supplies**	2,111	6,000	(1,500)	2,389	46.91%
1-06-4260-000	Business Forms**	9,873	10,000	(3,500)	(3,373)	151.89%
1-06-4270-100	Telecommunication - Office	17,004	12,000		(5,004)	141.70%
1-06-4270-200	Telecommunication - Cellular Stipend	16,675	17,000		325	98.09%
1-06-4300-200	Testing - Large Meter Testing**	4,044	15,000	(10,955)	1	99.98%
1-06-7000-100	Leases - Equipment	2,565	3,000		435	85.48%
	Subtotal Operating Expenses	$ 403,107	$ 654,250	$ (253,225)	$ (2,082)	100.52%
	Total Departmental Expenses	$ 1,447,530	$ 2,950,750	$ (1,352,725)	$ 150,495	90.58%

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

Palmdale Water District
2015 Water Conservation Budget
For the Eleven Months Ending Monday, November 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	$ 157,856	$ 175,000		$ 17,144	90.20%
1-07-4000-100 Overtime	812	1,000		188	81.21%
Subtotal (Salaries)	$ 158,668	$ 176,000		$ 17,332	90.15%
Employee Benefits					
1-07-4005-000 Payroll Taxes	12,193	13,500		1,307	90.32%
1-07-4010-000 Health Insurance	34,444	38,000		3,556	90.64%
1-07-4015-000 PERS	14,858	20,000		5,142	74.29%
Subtotal (Benefits)	$ 61,495	$ 71,500	$ -	$ 10,005	86.01%
Total Personnel Expenses	$ 220,163	$ 247,500	$ -	$ 27,149	88.95%
OPERATING EXPENSES:					
1-07-4190-300 Public Relations - Landscape Workshop/Training	$ 98	$ 1,000		$ 902	9.75%
1-07-4190-400 Public Relations - Contests	602	1,000		398	60.19%
1-07-4190-500 Public Relations - Education Programs	-	2,500		2,500	0.00%
1-07-4190-700 Public Relations -General Media	37,343	25,000		(12,343)	149.37%
1-07-4190-900 Public Relations - Other	44,567	2,000		(42,567)	2228.34%
1-07-4500-000 Drought Enforcement	4,735	-		(4,735)	
1-07-6300-100 Supplies - Misc.	3,376	5,000		1,624	67.52%
Subtotal Operating Expenses	$ 90,720	$ 36,500	$ -	$ (54,220)	248.55%
Total Departmental Expenses	$ 310,883	$ 284,000	$ -	$ (27,071)	109.47%

Palmdale Water District
2015 Human Resources Budget
For the Eleven Months Ending Monday, November 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries***	$ 138,574	$ 101,000	$ 57,220	19,646	87.58%
Employee Benefits					
1-08-4005-000 Payroll Taxes	10,640	7,750		(2,890)	137.29%
1-08-4010-000 Health Insurance	16,473	18,000		1,527	91.52%
1-08-4015-000 PERS	6,250	6,500		250	96.16%
Subtotal (Benefits)	$ 33,364	$ 32,250	$ -	$ (1,114)	103.45%
Total Personnel Expenses	$ 171,938	$ 133,250	$ 57,220	$ 18,532	90.27%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	$ 32,774	$ 25,250		$ (7,524)	129.80%
1-08-4060-000 Staff Conferences & Seminars	18,816	20,500		1,684	91.79%
1-08-4070-000 Employee Expense	57,287	40,000		(17,287)	143.22%
1-08-4095-000 Employee Recruitment	1,847	3,000		1,153	61.58%
1-08-4100-000 Employee Retention	9,584	20,000		10,416	47.92%
1-08-4105-000 Employee Relations	2,727	3,500		773	77.91%
1-08-4110-000 Consultants	-	1,000		1,000	0.00%
1-08-4120-100 Training-Safety	40,371	30,000	5,000	(5,371)	115.35%
1-08-4120-200 Training-Speciality	16,890	26,000	(5,000)	4,110	80.43%
1-08-4121-000 Safety Program	200	1,000		800	20.02%
1-08-4165-000 Membership/Subscriptions	839	1,600		761	52.44%
1-08-4165-100 HR/Safety Publications	181	1,000		819	18.14%
1-08-6300-500 Supplies - Safety	19,480	20,000		520	97.40%
Subtotal Operating Expenses	$ 200,997	$ 192,850	$ -	$ (8,147)	104.22%
Total Departmental Expenses	$ 372,935	$ 326,100	$ 57,220	$ 10,385	97.29%

*** Budget adjustment by Board action 11/26/14 & 08/12/15

Palmdale Water District
2015 Information Technology Budget
For the Eleven Months Ending Monday, November 30, 2015

		YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:						
1-09-4000-000	Salaries	$ 199,652	$ 221,500		$ 21,848	90.14%
1-09-4000-100	Overtime	2,034	2,500		466	81.35%
	Subtotal (Salaries)	$ 201,686	$ 224,000		$ 22,314	90.04%
Employee Benefits						
1-09-4005-000	Payroll Taxes	15,299	17,000		1,701	90.00%
1-09-4010-000	Health Insurance	34,435	37,500		3,065	91.83%
1-09-4015-000	PERS	33,540	44,000		10,460	76.23%
	Subtotal (Benefits)	$ 83,275	$ 98,500	$ -	$ 15,225	84.54%
	Total Personnel Expenses	$ 284,961	$ 322,500	$ -	$ 37,073	88.36%
OPERATING EXPENSES:						
1-09-4155-000	Contracted Services	$ 77,528	$ 125,000		$ 47,472	62.02%
1-09-4165-000	Memberships/Subscriptions	1,410	1,000		(410)	141.00%
1-09-4270-000	Telecommunications	68,277	77,750		9,473	87.82%
1-09-8000-100	Computer Equipment - Computers	17,426	20,000		2,574	87.13%
1-09-8000-200	Computer Equipment - Laptops*	6,381	5,000	1,600	219	96.68%
1-09-8000-300	Computer Equipment - Monitors	-	2,000		2,000	0.00%
1-09-8000-500	Computer Equipment - Toner Cartridges	1,009	3,000		1,991	33.62%
1-09-8000-550	Computer Equipment - Telephony	362	2,500		2,138	14.48%
1-09-8000-600	Computer Equipment - Other	12,333	20,000		7,667	61.67%
1-09-8100-100	Computer Software - Maint. and Support	59,116	44,000		(15,116)	134.35%
1-09-8100-140	Computer Software - Starnik	100,775	110,000		9,225	91.61%
1-09-8100-150	Computer Software - Dynamics GP Support	46,580	36,000		(10,580)	129.39%
1-09-8100-200	Computer Software - Software and Upgrades	11,143	14,000		2,857	79.60%
	Subtotal Operating Expenses	$ 402,340	$ 460,250	$ 1,600	$ 59,510	87.11%
	Total Departmental Expenses	$ 687,300	$ 782,750	$ 1,600	$ 96,583	87.63%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2015 Customer Care Budget
For the Eleven Months Ending Monday, November 30, 2015

	YTD ACTUAL 2015	ORIGINAL BUDGET 2015	ADJUSTMENTS 2015	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries**	$ 658,819	$ -	$ 727,000	$ 68,181	90.62%
1-10-4000-100 Overtime**	6,561	-	13,500	6,939	48.60%
Subtotal (Salaries)	$ 665,380	$ -	$ 740,500	$ 75,120	89.86%
Employee Benefits					
1-10-4005-000 Payroll Taxes**	53,163	-	54,000	837	98.45%
1-10-4010-000 Health Insurance**	162,606	-	173,000	10,394	93.99%
1-10-4015-000 PERS**	101,426	-	132,000	30,574	76.84%
Subtotal (Benefits)	$ 317,195	$ -	$ 359,000	$ 41,805	88.36%
Total Personnel Expenses	$ 982,575	$ -	$ 1,099,500	$ 116,925	89.37%
OPERATING EXPENSES:					
1-10-4155-000 Contracted Services**	$ 15,322	$ -	$ 16,950	$ 1,628	90.39%
1-10-4230-110 Maintenance & Repair-Office Equipment**	-	-	500	500	0.00%
1-10-4250-000 General Material & Supplies**	5,973	-	1,500	(4,473)	398.17%
1-10-4260-000 Business Forms**	1,471	-	3,500	2,029	42.03%
Subtotal Operating Expenses	$ 22,766	$ -	$ 22,450	$ (316)	101.41%
Total Departmental Expenses	$ 1,005,340	$ -	$ 1,121,950	$ 116,610	89.61%

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

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

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

DATE:	January 7, 2016	**January 13, 2016**
TO:	BOARD OF DIRECTORS	**Board Meeting**
FROM:	Mr. Matthew R. Knudson, Assistant General Manager	
VIA:	Mr. Dennis D. LaMoreaux, General Manager	
RE:	***AGENDA ITEM NO. 8.2.c – WRITTEN STATUS REPORT ON COMMITTED CONTRACTS ISSUED. (ASSISTANT GENERAL MANAGER KNUDSON)***	

A written report for this item will be distributed at the Board meeting.