

Since 1918



PALMDALE WATER DISTRICT

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Board of Directors

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Division 3

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Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER
LLP
Attorneys

January 5, 2017

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 11, 2017

7:00 p.m.

NOTES: 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.

Additionally, a Spanish interpreter will be made available to assist the public in making comments during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. This was authorized by Board action on May 11, 2016 as a temporary measure while a long-term policy is developed.

Adicionalmente, un intérprete en español estará disponible para ayudar al público a hacer comentarios durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. Esto fué autorizado por la mesa directiva en la junta del 11 de mayo del 2016 como una medida temporal mientras se desarrolla una poliza a largo plazo.

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

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

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

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.



Providing high quality water to our current and future customers at a reasonable cost.



- 5) Presentations:
 - 5.1) None at this time.
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
 - 6.1) Approval of minutes of regular meeting held December 14, 2016.
 - 6.2) Ratification of payment of bills for December 21, 2016.
 - 6.3) Payment of bills for January 11, 2017.
 - 6.4) Approval to update Section IV.K Unpaid Time Off Policy of the District's Employee Handbook. (Human Resources Director Emery/Personnel Committee)
 - 6.5) Approval of reappointment of Helen Velador to Palmdale Recycled Water Authority Board. (General Manager LaMoreaux)
 - 6.6) Approval to purchase GCMS lab equipment. (\$122,000.00 – Budgeted – Water Quality/Regulatory Affairs Supervisor Thompson)
 - 6.7) Approval to reject claim received from Julieta Cardenas and refer to Joint Powers Insurance Authority. (General Manager LaMoreaux)
 - 6.8) Approval of Resolution No. 17-1 being a Resolution of the Board of Directors of the Palmdale Water District Authorizing Directors to Revise Health Insurance Options Within 2017 Budget Amounts. (\$110,000.00 – Budgeted – Human Resources Manager Emery)
- 7) Action Items - Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Status report on Cash Flow Statement and Current Cash Balances as of November, 2016. (Financial Advisor Egan/Finance Committee)
 - 7.2) Status report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for November, 2016. (Finance Manager Williams/Finance Committee)
 - 7.3) Status report on committed contracts issued and water revenue bond projects. (Assistant General Manager Knudson/Finance Committee)
 - 7.4) Consideration and possible action on Lease Agreement with Holman Capital. (\$830,000.00 – Budgeted – Finance Manager Williams/Finance Committee)
 - 7.5) Consideration and possible action on revisions to application process for Rate Assistance Program. (Finance Manager Williams/Finance Committee)
 - 7.6) Consideration and possible action on Resolution No. 17-2 being a Resolution of the Board of Directors of the Palmdale Water District Approving the District's Grant Application for a Feasibility Study for the Palmdale Regional Groundwater Recharge and Recovery Project under the U.S. Bureau of Reclamation's WaterSmart Program Entitled "Development of Feasibility Studies Under the Title XVI Water Reclamation and Reuse Projects for Fiscal Year 2017." (Budgeted – In-kind Services \$50,034.00 – Engineering/Grant Manager Riley)

- 7.7) Consideration and possible action on Resolution No. 17-3 being a Resolution of the Board of Directors of the Palmdale Water District Approving the District's Grant Application for a Landscape Water Use Efficiency Project Under the U.S. Bureau of Reclamation's WaterSmart Program "Small-Scale Efficiency Projects For Fiscal Year 2017." (Budgeted - \$75,000.00 – Engineering/Grant Manager Riley)
- 7.8) Consideration and possible action on proposal to perform an assessment of the existing equipment and evaluate water treatment processes. (\$35,000.00 – Budgeted – Assistant General Manager Knudson)
- 7.9) Consideration and possible action on changing the meeting time of Board meetings. (Director Dino)
- 7.10) 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 2017 Budget:
 - a) See attached list of conferences, seminars, and training sessions.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings/General Report.
 - b) Standing Committee/Assignment Reports (Chair):
 - 1) Personnel Committee.
 - 2) Finance Committee.
 - 8.2) Report of General Manager.
 - 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 11, 2017 AGENDA

AGENDA ITEM NO. 7.7) 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 2017 Budget:

- 1) Palmdale Chamber of Commerce 76th Annual Installation Gala to be held January 13, 2017 at Rancho Vista Golf Club.
- 2) California Special Districts Association (CSDA) Webinar: Brown Act-Principles, Traps, and Violations to be held January 18, 2017.
- 3) CSDA Board Member Best Practices Workshop to be held January 19, 2017 in Claremont for the Southern Network.
- 4) CSDA Webinar: Required Harassment Prevention for Staff/Board to be held January 24, 2017 and June 6, 2017.
- 5) CSDA Webinar: Rules of Order Made Easy! to be held January 26, 2017.
- 6) CSDA Webinar: Maximize Your Membership-Benefits to be held January 27, 2017.
- 7) CSDA Proposition 26, Proposition 218 & Rate Setting Workshop to be held January 31, 2017 in Vista and March 15, 2017 in Oakland.
- 8) CSDA Webinar: Recent Developments in the Public Records Act to be held January 31, 2017.
- 9) CSDA Webinar: 2017 Annual Employment Law Update to be held February 2, 2017.
- 10) Water Education Foundation (WEF) Water 101 to be held February 2 – 3, 2017 in West Sacramento.
- 11) CSDA Webinar: Understanding Board Member & District Liability to be held February 8, 2017.
- 12) CSDA Webinar: Maximize Your Membership-Legislative/Outreach to be held February 10, 2017.
- 13) CSDA Webinar: Sustainability Best Practices to be held February 15, 2017.
- 14) CSDA HR Boot Camp for Special Districts to be held February 21, 2017 in Rancho Cucamonga and August 9, 2017 in Vallejo.
- 15) CSDA Webinar: Who Does What? Best Practices in Board/Staff to be held February 22, 2017.
- 16) CSDA Special District Leadership Academy to be held February 26 – March 1, 2017 in La Jolla; April 23 – 26, 2017 in San Luis Obispo; and July 9 – 12, 2017 in Napa.
- 17) CSDA Webinar: Financing Mission Critical Infrastructure to be held March 1, 2017.
- 18) CSDA Webinar: Best Practices in Agenda Prep & Taking Minutes to be held March 7, 2017.
- 19) CSDA Financial Management for Special Districts to be held March 8, 2017 in Rancho Cucamonga and August 10, 2017 in Vallejo.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 11, 2017 AGENDA

- 20) Association of California Water Agencies (ACWA) 2017 Legislative Symposium to be held March 8, 2017 in Sacramento.
- 21) WEF Central Valley Tour 2017 Field Trip to be held March 8 – 10, 2017.
- 22) CSDA Webinar: Required Ethics AB1234 Compliance Training to be held March 16, 2017 and November 8, 2017.
- 23) CSDA Supervisory Skills for the Public Sector to be held March 20, 2017 in Marina and April 11, 2017 in Vista.
- 24) CSDA Hammering Out a Framework: Construction and Business Matters to be held March 23, 2017 in Fountain Valley.
- 25) WEF 2017 Executive Briefing to be held March 23, 2017 in Sacramento.
- 26) CSDA So You Want to be a General Manager to be held March 27, 2017 in Sacramento.
- 27) SDRMA Safety/Claims Education Day to be held March 28, 2017 in Sacramento.
- 28) CSDA Legislative Round-Up to be held March 30, 2017 and August 31, 2017.
- 29) CSDA Webinar: How-To-Do-It for Special Districts w/Revenue Needs to be held April 4, 2017.
- 30) WEF Lower Colorado River Tour 2017 Field Trip to be held April 5 – 7, 2017.
- 31) CSDA Webinar: Leveraging Your State and Federal Relationships to be held April 6, 2017.
- 32) CSDA Webinar: Public Engagement and Budgeting to be held April 19, 2017.
- 33) WEF Headwaters Tour 2017 Field Trip to be held April 27 – 28, 2017.
- 34) CSDA Webinar: How to Find, Apply, and Secure Grant Funding to be held May 11, 2017.
- 35) ACWA 2017 Spring Conference & Exhibition to be held May 9 – 12, 2017 in Monterey.
- 36) CSDA 2017 Special Districts Legislative Days to be held May 16 – 17, 2017 in Sacramento.
- 37) CSDA Webinar: Governments Engaging Youth to be held May 23, 2017.
- 38) WEF Santa Ana River Watershed Conference to be held May 25, 2017 in Ontario.
- 39) CSDA Webinar: Beyond the Basics: Implementing Funding to be held May 24, 2017.
- 40) CSDA Webinar: Anatomy of a CalPERS Audit-What to Know Now to be held May 25, 2017.
- 41) CSDA Webinar: Ask the Experts-Energy Project Financing to be held June 9, 2017.
- 42) WEF Bay-Delta Tour 2017 Field Trip to be held June 14 – 16, 2017.
- 43) CSDA General Manager Leadership Summit to be held June 25 – 27, 2017 in Newport Beach.
- 44) ESRI 2017 User Conference to be held July 10 – 14, 2017 in San Diego.
- 45) CSDA Webinar: Records Retention & Management in Electronic Age to be held July 20, 2017.
- 46) International Water Association International Conference on Water Reclamation and Reuse to be held July 23 – 27, 2017 in Long Beach.

ATTACHMENT (a)

PALMDALE WATER DISTRICT JANUARY 11, 2017 AGENDA

- 47) CSDA Webinar: How to Communicate Effectively Using Online Tools to be held July 27, 2017.
- 48) CSDA The Art of the Message to be held August 15, 2017 in Sacramento.
- 49) CSDA Webinar: Fraud Environment-Tips for Detection and Controls to be held August 17, 2017.
- 50) CSDA Staying in Compliance: Understand Special District Laws to be held August 24, 2017 in Port Hueneme.
- 51) CSDA Webinar: Maximize Your Membership-Online Resources to be held September 1, 2017.
- 52) CSDA Building Your District Strong-Principles for Sustained Success pre-conference activity to be held September 25, 2017 in Monterey.
- 53) CSDA 2017 Annual Conference & Exhibitor Showcase to be held September 25 – 28, 2017 in Monterey.
- 54) CSDA Webinar: CalPERS-Actuarial Reports and Trends to be held October 11, 2017.
- 55) WEF Northern California Tour 2017 Field Trip to be held October 11 – 13, 2017.
- 56) CSDA Board Secretary/Clerk Conference and Certificate Program to be held October 22 – 24, 2017 in Garden Grove.
- 57) WEF San Joaquin River Restoration Tour 2017 to be held November 1 – 2, 2017.
- 58) ACWA 2017 Fall Conference & Exhibition to be held November 28 – December 1, 2017 in Anaheim.

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, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Jennifer Emery, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.4 – APPROVAL TO UPDATE SECTION IV.K
UNPAID TIME OFF POLICY OF THE DISTRICT’S EMPLOYEE
HANDBOOK.***

Recommendation:

Staff recommends that the Board approve the update to the Employee Handbook regarding leaves of absence. This item will be considered by the Personnel Committee at their January 9, 2017 meeting.

Alternative Options:

The alternative is to maintain status quo.

Background:

The District asked our attorneys to provide a leave policy for our handbook that would reflect a balance of providing security for our employees while maintaining our focus on our rate payers. Federally and State mandated leave policies have been incorporated into the policy.

Strategic Plan Initiative:

This work is part of Strategic Plan Initiative No. 2: Organizational Excellence

Budget:

No increase to budget.

Supporting Documents:

- Policy

FAMILY MEDICAL LEAVE ACT/CALIFORNIA FAMILY RIGHTS ACT LEAVE

As an employee, you may be entitled to family and medical leave under the Family and Medical Leave Act (“FMLA”) and/or the California Family Rights Act (“CFRA”). This policy is intended to provide you with information concerning FMLA/CFRA entitlements and obligations you may have during such leaves. If you have any questions concerning FMLA/CFRA leave, please contact the Human Resources department for further information.

1. **Eligibility:** Under the federal FMLA and the CFRA, you are eligible to take up to twelve (12) weeks of unpaid family/medical leave within any 12-month period and be restored to the same or an equivalent position upon your return from leave (subject to the terms of the FMLA and the CFRA) provided you: (1) have worked for the District for at least twelve (12) months as of the date the FMLA/CFRA leave is to start; and (2) will have a total of at least one thousand, two hundred and fifty (1,250) hours during the twelve (12) month period immediately before the date the FMLA/CFRA leave is to start. The 12-month period is a rolling 12 months and will be measured backward from the date an employee uses any FMLA/CFRA leave.
2. **Definitions:** Under both the FMLA and the CFRA, the following definitions apply:
 - (a) “Twelve-month period” means a rolling twelve month period measured backward from the date leave is taken and continuous with each additional leave day taken.
 - (b) “Child” means a child under the age of 18, or a child over 18 who is incapable of self-care because of a mental or physical disability. An employee’s child is one for whom the employee has actual day-to-day responsibilities and includes a biological, adopted, foster or step-child, legal ward or a child of a person standing in loco parentis.
 - (c) “Son or daughter” means a biological, adopted, or foster child, a stepchild, a legal ward, or a child of a person standing in loco parentis, who is under 18 years of age or who is 18 years of age or older and incapable of self-care because of a mental or physical disability at the time that FMLA leave is to commence. The onset of a disability may occur at any age for purposes of the definition of an adult “son or daughter” under the FMLA.
 - (d) “Parent” means the biological or adoptive parent of an employee or an individual who stands or stood in loco parentis (in place of the parent) to an employee when the employee was a child. This term does not include parents-in-law.
 - (e) “Spouse” means a husband or wife as defined or recognized in the state where the individual was married, including in a common law marriage or same-sex marriage. Spouse also includes a husband or wife in a marriage that was validly entered into outside of the United States, if the marriage could have been entered into in at least one state.
 - (f) “Domestic partner” means means two adults who have established a domestic partnership in accordance with the requirements of California law. A domestic

partnership is established in California when both persons file a Declaration of Domestic Partnership with the Secretary of State, and, at the time of filing, all of the following requirements are met:

- Both persons share the same residence;
 - Neither person is married to someone else nor is a member of another domestic partnership with someone else that has not been terminated, dissolved, or nullified;
 - The two persons are not related by blood in a way that would prevent them from being married to each other in California;
 - Both persons are members of the same sex and at least 18 years of age, OR, if the persons are of opposite sexes, one or both must be over the age of 62 and
 - Both persons are capable of consenting to the domestic partnership.
- (g) “Serious health condition” means an illness, injury, impairment or physical or mental condition that involves either (1) inpatient care (i.e., an overnight stay) in a hospital, hospice or residential medical care facility; including any period of incapacity (i.e., inability to work, or perform other regular daily activities due to the serious health condition, treatment involved, or recovery there from); or (2) continuing treatment by a health care provider.
- (h) “Continuing treatment” by a health care provider includes any one or more of the following: A "period of incapacity" (i.e., inability to work, or perform other regular daily activities due to serious health condition of more than three (3) consecutive calendar days, and any subsequent treatment or period of incapacity relating to the same condition, that also involves treatment two (2) or more times by a health care provider or treatment by a health care provider on at least one occasion which results in a regimen of continuing treatment under the supervision of the health care provider.
- (i) “12-month rolling period” means a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.

3. Reasons for Leave: you may take family/medical leave under the FMLA and/or CFRA for any of the following reasons:

- (a) For the birth of your child, or to care for your newborn within one year of birth;
- (b) For the placement of a child with you in connection with the adoption or foster care placement of the child and to bond with the newly placed child within one year of placement;
- (c) For your own serious health condition that makes you unable to perform the

essential functions of your position, including incapacity due to pregnancy and for prenatal medical care;

- (d) To care for your child, parent, spouse or domestic partner who has a serious health condition, including incapacity due to pregnancy and for prenatal medical care; and
- (e) For any qualifying exigency arising out of the fact that your spouse, son, daughter, or parent is a military member on covered active duty or call to covered active duty status;
- (f) In addition, eligible employees may take up to 26 workweeks of leave in a single 12-month period to care for a covered servicemember with a serious injury or illness if the employee is the spouse, son, daughter, parent, or next of kin of the servicemember (referred to as military caregiver leave). An eligible employee is limited to a combined total of 26 workweeks of leave for any FMLA-qualifying reasons during the single 12-month period.

4. Amount of Leave: Eligible employees are entitled to a total of twelve (12) work weeks of unpaid, job protected leave in a twelve (12) month period, as specified below. At your or our option, certain kinds of paid and unpaid leave may be substituted for family leave.

- (a) Birth or placement of a child: If leave is requested for the birth, adoption or foster care placement of a child, it must be concluded within one (1) year of the birth or placement of the child. The basic duration of such leave is two (2) weeks. However, you are entitled to leave for one of these purposes, such as bonding, for at least one (1) day, but less than two (2) weeks' duration, on two (2) occasions.
- (b) Employee's Own Serious Medical Condition or That of Child, Parent, Spouse or Domestic Partner: If leave is requested for your own serious medical condition or that of a child, parent, spouse or domestic partner, there is no minimum amount of leave that must be taken. However, the notice and medical certification provisions of this policy must be followed.
- (c) Spouses Both Employed by the District: in any case where both you and your spouse are employed by the District, and both are entitled to leave, the aggregate number of leave to which both may be entitled is limited to twelve (12) workweeks during any twelve (12) month period if the leave is taken for bonding as a result of the birth or placement of a child. This limitation does not apply to any other type of leave under this policy.

5. Intermittent Leave or Leave on Reduced Work Schedule: If you request leave intermittently in periods of a few days or hours at a time, or on a reduced work schedule, you must provide medical certification that such leave is medically necessary. "Medically necessary" means there must be a medical need for the leave and the leave can best be accomplished through an intermittent leave or reduced work schedule.

6. Notice of Leave: Although the District recognizes that emergencies arise which may require you to request immediate leave, you are required to give the District as much notice as possible of your need for leave.

- (a) Foreseeable Leave: If your need for leave is foreseeable, you must give the District at least thirty (30) days' written notice of your need for such leave when you know about the need for leave at least 30 days in advance and it is possible and practicable for you to do so. If this is not possible because the situation has changed or you do not know exactly when leave will be required (e.g., for the birth of a child or to care for a newborn), you must provide the District with notice of your need for leave as soon as possible that such leave is needed. Such notice may be provided orally.

For planned medical treatment, you must consult with the District and try to schedule the appointment at a time that minimizes the disruption to the District. You should consult with the District prior to scheduling the treatment in order to arrange a schedule that best suits the needs of both you and the District. Of course, any schedule of treatment is subject to the approval of the treating healthcare provider.

If the District determines that your notice is inadequate or you knew about the requested leave in advance of your request (and did not provide advance notice), it may delay the granting of your leave until it can, at its sole discretion, adequately cover your position with a substitute.

- (b) Unforeseeable Leave: When the need for leave is unexpected, you must provide notice to the District as soon as possible and practicable. It should generally be practicable for you to provide notice of leave that is unforeseeable within the time required by the District's usual and customary notice requirements. For example, if your child has a severe asthma attack and you take the child to the emergency room, you are not required to leave the child to report the absence while the child is receiving emergency treatment.

When you do not give timely notice of unforeseeable leave and do not have a reasonable excuse, the District may delay or deny the FMLA leave. For example, if it was possible for you to give notice of the need for leave the same day it was needed, but instead gave notice two days after the leave began, then the District may delay FMLA coverage of the leave by two days.

The District has Request for FMLA/CFRA leave forms available in the Human Resources department. If possible and practicable, you should use these forms when requesting leave under the FMLA/CFRA.

7. Medical Certification: When you request FMLA/CFRA leave for your own serious health condition or that of your child, parent, spouse or domestic partner, you must provide a sufficient written medical certification from the health care provider of the individual requiring care, to the District's Human Resources department within 15 calendar days of the District's request, unless it is not feasible under the particular circumstances to do so

despite your good faith efforts, or if the District permits more than 15 calendar days to return the certification. When you make diligent good faith efforts but are unable to meet the 15-calendar day deadline, you are entitled to additional time to provide the certification. If you fail to return the certification in a timely manner, the District can deny FMLA/CFRA protections for the leave following the expiration of the 15-calendar day time period until a complete and sufficient certification is provided. However, the 15-day period and the period of absence beginning the day the certification is received is FMLA/CFRA-protected leave.

If you fail to provide a certification within 15 calendar days from receipt of the request for certification but made diligent, good faith efforts to do so and the delay was due to extenuating circumstances outside your control, the District will not deny the leave for the period that the certification was late. In all cases, if you never produce the certification, the leave is not FMLA/CFRA-protected.

You may obtain Medical Certification Forms from the Human Resources department. The District will also accept medical certifications prepared by your healthcare provider (or that of your family member's healthcare provider, if applicable), provided they are complete and sufficient, as described below.

- (a) Contents of Complete and Sufficient Medical Certification: The medical facts appropriate for inclusion on the medical certification form will vary depending on the nature of the serious health condition and are to be determined by the health care provider but must be sufficient to support the need for leave. The information requested may relate only to the serious health condition for which you are seeking leave.

A complete and sufficient certification need only include the following information:

- Contact information for the health care provider, including name, address, telephone number, fax number, and type of medical practice / specialty;
- When the serious health condition began,
- How long the serious health condition is expected to last,
- If you are the patient, whether you are unable to work, and the likely duration of this inability.
- If a family member is the patient, whether the family member needs care, and an estimate of the frequency and duration of the leave required to care for the family member;
- Whether your need for leave is continuous or intermittent, and
- Appropriate medical facts about the condition.

- (b) Additional Information for Intermittent or Reduced Schedule Leave: for intermittent or reduced schedule leave, the certification shall include the following additional information:
- Planned medical treatment for your own or your family member's serious health condition: (1) information establishing the medical necessity of intermittent or reduced schedule leave; and (2) an estimate of dates and duration of such treatment and periods of recovery.
 - Unforeseeable leave for your own serious health condition, including pregnancy: (1) information establishing the medical necessity of intermittent or reduced schedule leave; and (2) an estimate of the frequency and duration of the episodes of incapacity due to the serious health condition.
 - Unforeseeable leave for your family member's serious health condition: (1) information establishing the medical necessity of intermittent or reduced schedule leave; and (2) an estimate of the frequency and duration of leave.
- (c) Advance Provision of Certification When Leave Foreseeable: When your leave is foreseeable, you must provide the requested medical certification **before your leave begins**. When this is not possible, you must provide the requested certification to the District within the time specified by the District, which shall be at least fifteen (15) calendar days following your request for leave, unless it is not practicable for you to do so despite your diligent, good faith efforts.
- (d) Incomplete/Insufficient Medical Certification: Whenever the District finds any medical certification "incomplete" or "insufficient," it will give you a written notice stating what additional information is necessary to make the certification complete and sufficient.
- A certification is considered incomplete if one or more applicable entries have not been completed.
 - A certification is considered insufficient if the information provided is vague, ambiguous, or nonresponsive.

If you provide an incomplete or insufficient medical certification, you will be given a reasonable opportunity to cure any deficiency in the medical certification. The District will provide you with at least seven calendar days to correct any deficiency in the certification. If it is not practicable under the particular circumstances for you to cure any deficiency in the seven-day period despite your diligent good faith efforts, the District will provide additional time.

If you fail to provide a complete and sufficient certification despite the opportunity to cure the deficiency, the District may deny your request for FMLA leave.

- (e) Failure to Produce Sufficient Medical Certification: In all cases, if you never produce the medical certification, your FMLA/CFRA leave will be denied, and the leave will not be FMLA/CFRA-protected.
- 8. Recertification – Second and Third Opinions: If the District has any reason to doubt the validity of your medical certification, or if you fail to provide a sufficient medical certification, it may require a medical opinion from a second health care provider chosen and paid for by the District. If the second opinion differs from the first medical certification opinion, the District may require the opinion of a third, mutually agreeable health care provider, at the District's expense. You may request a copy of the second and third health care provider opinions when there is a recertification.
- 9. Employee Obligation to Periodically Report Status and Intent to Return to Work: You may be periodically required to report on your status and intent to return to work. This will avoid delays in reinstatement when you are ready to return to work.
- 10. Benefits While on Leave: FMLA/CFRA leave is unpaid.
 - (a) Continuation of Group Health Benefits: While on FMLA/CFRA leave, you will continue to be covered by the District's group health insurance to the same extent coverage is provided while you are on the job. However, if you fail to return to work after your leave entitlement has been exhausted or expires, the District shall have the right to recover its share of your health plan premiums for the entire leave period unless you do not return to work because of the continuation, recurrence or onset of a serious health condition of you or your family member which would entitle you to leave, your transfer directly from FMLA/CFRA leave to retirement or retirement during the first 30 days after your return to work, or because of circumstances beyond your control, such as a layoff.
 - (b) COBRA Benefits Following Expiration of FMLA/CFRA Leave: If you are unable to return to work following the expiration of your FMLA/CFRA leave, you should contact the District before your expected return to work date to discuss your options, and you will be required to utilize COBRA in order to continue health coverage.
 - (b) Other District Benefit Plans: You will not continue to be covered by any other District benefit plans which are not provided pursuant to the District's group health plans. However, you may make the appropriate contributions for continued coverage under these non-health benefit plans by payroll deductions or direct payments made to the plans. Depending on the particular plan, the District will inform you whether the premiums should be paid directly to the provider or to the District. Your coverage on a particular plan may be dropped if you are more than thirty (30) days late in making a premium payment. However, you will receive at least fifteen (15) days' notice before coverage ceases, advising you that you will be dropped if your premium is not paid by a certain date. Your contribution rates are subject to any change in rates that occur while on you are on leave.

- (c) No Accrual of Benefits During Unpaid Leave: Leave benefits such as sick and vacation leave will not accrue during your unpaid leave.
11. Substitution of Paid Leave Benefits: while on leave under this policy, you may elect to use paid accrued leaves concurrent with FMLA/CFRA leave. If you substitute paid leave for FMLA/CFRA leave, the District will not seek to recover its share of health insurance or other non-health benefit premiums for the period covered by paid leave, regardless of whether you return to work following the expiration of your FMLA/CFRA leave.
- (a) Sick Leave: The District shall require you to use paid sick leave while you are on FMLA/CFRA leave for your own serious health condition. However, when you use accrued sick leave concurrently with your FMLA/CFRA leave, you have the right to coordinate your sick leave use with your State Disability Insurance or Paid Family Leave benefits.
 - (b) Vacation Leave: Where you have accrued unused vacation leave, you may substitute that leave for all or part of any unpaid leave under this policy. You are not required to use accrued vacation for all or part of your unpaid leave under this policy.
12. Reinstatement From Leave:
- (a) Right to Reinstatement: Upon the expiration or exhaustion of your FMLA/CFRA leave, you are entitled to be reinstated to the position you held with the District when your leave commenced, or to an equivalent position with equivalent employment benefits, pay and other terms and conditions of employment.

You have no greater right to continued employment, benefits or other conditions of employment than if you had been continuously employed without leave during your FMLA/CFRA leave.
 - (b) Reinstatement Date: If you and the District agreed on a definite date of reinstatement when your leave commenced, you will be reinstated on the agreed-upon date, subject to the limitations above. If your actual reinstatement date differs from the originally agreed-upon date, you will be reinstated within two (2) business days after notifying the District of your readiness to return to work, when feasible, unless a fitness-for-duty certification is required and subject to the conditions above.
 - (c) Fitness For Duty Certification: As a condition of your reinstatement where your leave was for your own serious health condition, which rendered you unable to perform the essential functions of your job, you must obtain and present a fitness-for-duty certification from your health care provider, stating you are able to return to work. Failure to provide such certification will result in the denial of reinstatement.
 - (d) Reinstatement of “Key” Employees: The District may deny reinstatement to a “key” employee (i.e., an employee who is among the highest paid ten (10) percent

of all employees) if such denial is necessary to prevent substantial and grievous economic injury to the operations of the District, and the employee is notified of the District's intent to deny reinstatement on such basis at the time it determines such injury would occur.

13. No Work While On Leave: The taking of another job while on family/medical leave or any other authorized leave of absence is grounds for immediate termination, to the extent permitted by law.

14. Other Leave:

- (a) Pregnancy Disability Leave – Even if you are not eligible for FMLA and/or CFRA leave, if disabled by pregnancy, childbirth or related medical conditions, you are entitled to take a pregnancy disability leave of up to four months, depending on your own period(s) of actual disability.

If in addition to being Pregnancy Disability Leave-eligible, you are also FMLA/CFRA-eligible, you have certain rights to take BOTH a pregnancy disability/FMLA leave and a CFRA leave for reason of the birth of your child.

When medically necessary, such leave may be taken on an intermitted or a reduced work schedule. If you are taking CFRA leave following the birth, adoption or foster placement of a child, the basic minimum duration for such leave is two weeks, and you must conclude the leave within one year of the birth or placement for adoption or foster care.

- (b) Americans with Disabilities Act – The Americans with Disabilities Act (“ADA”) is a civil rights law that prohibits the District from discriminating against qualified individuals with disabilities in terms and conditions of employment. If you are a qualified individual with a disability within the meaning of the ADA, the District will make reasonable accommodations to enable you to perform the essential functions of your job, barring undue hardship.

Leave provided as an accommodation under the ADA may run concurrently with FMLA/CFRA-protected leave. However, the FMLA/CFRA's leave provisions are very different from the ADA's reasonable accommodation obligations. The District will provide you with leave under whichever statutory provision provides you with greater rights and protections.

- (c) Workers' Compensation – Your workers' compensation absence may be due to an on-the-job injury or illness that also qualifies as a serious health condition under the FMLA and/or CFRA. In such situations, the workers' compensation absence and FMLA/CFRA leave may run concurrently. Although the District may offer you a light duty position under workers' compensation rules, the FMLA/CFRA do not

require you to accept that position. Instead, you may decline light duty and continue on FMLA/CFRA-protected leave until able to return to the same or equivalent job you left, or until your FMLA/CFRA leave is exhausted, whichever occurs first. However, keep in mind that if you do not accept the light duty position, you may lose workers' compensation benefits.

- (d) Uniformed Services Employment and Reemployment Act (USERRA) – The USERRA provides that returning servicemembers are entitled to receive all rights and benefits of employment they would have obtained if they had been continuously employed with the District.

Under the USERRA, the months and hours the returning servicemember would have worked during the USERRA-covered absence must be combined with the servicemember's months employed and the hours actually worked to determine FMLA eligibility.

15. **Military Family Leave:**

Eligible employees are entitled to two types of FMLA leave related to a qualifying family member's military service. This type of FMLA leave is referred to as military family leave. The military family leave provisions of the FMLA entitle eligible employees of covered employers to take FMLA leave for:

- Any "qualifying exigency" arising from the foreign deployment of the employee's spouse, son, daughter, or parent with the Armed Forces, or
- To care for a covered servicemember with a serious injury or illness if the employee is the servicemember's spouse, child, parent, or next of kin. FMLA leave for this purpose is called "military caregiver leave."

(a) Types of Military Family Leave

Qualifying Exigency Leave: An eligible employee may take qualifying exigency leave when the employee's spouse, son, daughter, or parent who is a member of the Armed Forces (including the National Guard and Reserves) is on covered active duty or has been notified of an impending call or order to covered active duty.

Covered active duty: In order for the employee to take qualifying exigency leave, the military member must be on covered active duty, under a call to covered active duty status, or have been notified of an impending call or order to covered active duty. For members of the Regular Armed Forces, covered active duty is duty during the deployment of the member with the Armed Forces to a foreign country. For members of the Reserve components of the Armed Forces (members of the U. S. National Guard and Reserves), covered active duty is duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty in support of a contingency operation. Deployment to a foreign country means deployment to areas outside of the United States, the District of Columbia, or any territory or possession of the United States. It also includes deployment to international waters.

Family Members For Whom An Employee May Take A Qualifying Exigency Leave: To take qualifying exigency leave, the military member must be the employee's spouse, parent, or son or daughter. Unlike non-military FMLA leave, for purposes of qualifying exigency leave, an employee's son or daughter on covered active duty refers to a son or daughter of any age.

Qualifying Exigency Categories: An eligible employee with a family member on covered active duty may take FMLA leave for the following qualifying exigencies:

- Issues arising from the military member's short notice deployment (i.e., deployment within seven or fewer days of notice);
- To make or update financial and legal arrangements to address a military member's absence;
- To attend counseling for the employee, the military member, or a child of the military member when the need for that counseling arises from the covered active duty or call to covered active duty status of the military member and the counseling is provided by someone other than a health care provider;
- To attend military events and related activities, including official military ceremonies and programs or informational briefings related to the military member's covered active duty sponsored or promoted by the military or military service organizations;
- To spend up to 15 calendar days with a military member who is on rest and recuperation leave,
- Certain childcare and related activities for the military member's child while the military member is on covered active duty. The employee does not need to be related to the military member's child to take qualifying exigency leave for this purpose. But, (1) the military member must be the parent, spouse, or child of the employee taking leave; and (2) the child for whom the employee is arranging for or providing childcare must be the child of the military member;
- To attend post-deployment activities within 90 days of the end of the military member's covered active duty or to attend to issues arising from the death of a military member while on covered active duty;
- Certain parental care activities for the military member's parent who is incapable of self-care. The employee does not need to be related to the military member's parent to take qualifying exigency leave for this purpose. But, (1) the military member must be the parent, spouse, or child of the employee taking FMLA leave; and (2) the parent receiving assistance must be the parent of the military member; and

- Any other event that the employee and employer agree is a qualifying exigency. Both the employee and employer must agree to the timing and duration of the leave.

Certification for Qualifying Exigency Leave: When an eligible employee requests qualifying exigency leave, the District may request the following information and documentation:

- A copy of the military member's active duty orders (or other official documentation issued by the military) which indicates the military member is on covered active duty or call to covered active duty status, which need be provided only once per deployment;
- A statement or description of the appropriate facts regarding the qualifying exigency;
- The approximate date on which the leave began (or will begin), and how long and/or how often leave will be needed; and
- The contact information for any meeting with a third party and a brief description of the purpose of the meeting.

The notice and timing requirements for a certification for qualifying exigency leave are the same as for medical certifications.

Military Caregiver Leave: Military caregiver leave allows an eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered servicemember with a serious injury or illness to take up to a total of 26 workweeks of unpaid leave during a "single 12-month period" to provide care for the servicemember.

Covered Servicemember: a covered servicemember is either:

- A current servicemember: a covered servicemember means a current member of the Armed Forces, including a member of the U. S. National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or
- A Veteran: a covered servicemember means a veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness, and who was discharged within the previous five years before the employee takes military caregiver leave to care for the veteran.

Family Members For Whom An Employee May Take Military Caregiver Leave:

To take military caregiver leave, the eligible employee must be the spouse, parent, son or daughter, or next of kin of the covered servicemember. **For purposes of military caregiver leave, a son or daughter refers to the servicemember's son or daughter of any age.**

Serious Injury or Illness: A serious injury or illness for a current servicemember is an injury or illness that was incurred by the servicemember in the line of duty on active duty that may render the servicemember medically unfit to perform the duties of his or her office, grade, rank, or rating. A serious injury or illness may also result from the aggravation of a pre-existing condition in the line of duty on active duty.

A serious injury or illness for a veteran is an injury or illness that was incurred in the line of duty when the veteran was on active duty in the Armed Forces, including any injury or illness that resulted from the aggravation of a preexisting condition in the line of duty on active duty. The injury or illness may manifest itself during active duty or may develop after the servicemember becomes a veteran.

A serious injury or illness of a veteran must be either:

- A continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the servicemember unable to perform the duties of the servicemember's office, grade, rank, or rating; or
- A physical or mental condition for which the veteran has received a United States Department of Veterans Affairs Service Related Disability Rating (VASRD) of 50% or more and the need for care is related to that condition, or
- A physical or mental condition because of a disability or disabilities related to military service that substantially impairs the veteran's ability to work, or would do so absent treatment; or
- An injury for which the veteran is enrolled in the Department of Veterans' Affairs Program of Comprehensive Assistance for Family Caregivers.

A "Single 12 Month Period:" The "single 12-month period" for military caregiver leave begins on the first day the employee takes leave for this reason and ends 12 months later, regardless of the 12-month period established by the employer for other types of FMLA leave. **An eligible employee is limited to a combined total of 26 workweeks of leave for any FMLA-qualifying reason during the "single 12-month period."** Up to 12 of the 26 workweeks may be for an FMLA-qualifying reason other than to care for a covered servicemember.

Certification of Military Caregiver Leave: The certification may be completed by a Department of Defense (DOD), Veterans Affairs (VA), or TRICARE healthcare provider, or by a private healthcare provider.

- Second and third opinions and recertifications are not permitted for certification of a serious injury or illness of a covered servicemember when the servicemember is treated by a DOD, VA, or TRICARE healthcare provider. However, if the covered

servicemember is seeking care from a private (non-DOD) healthcare provider, the District may request a second or third opinion.

- The employee may not be held liable for administrative delays in the issuance of military documents, where the employee has exercised diligent, good-faith efforts to obtain such documents.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 4, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.5 – APPROVAL OF REAPPOINTMENT OF
HELEN VELADOR TO PALMDALE RECYCLED WATER AUTHORITY
BOARD***

Recommendation:

Staff recommends the Board reappoint Helen Velador to the Palmdale Recycled Water Authority Board as the fifth Board member.

Background:

The Palmdale Recycled Water Authority was formed by the Palmdale Water District and the City of Palmdale via the "Joint Exercise of Powers Agreement Creating the Palmdale Recycled Water Authority" in September, 2012. That Agreement provides for the joint appointment by those two entities of a fifth Director in addition to two Directors from each of their respective Boards. All Authority Directors are appointed to serve one-year terms that may be renewed annually.

Helen Velador has served as the fifth Director of the Palmdale Recycled Water Authority since 2013. The Palmdale City Council will be considering her reappointment at their January 4, 2017 City Council meeting.

Strategic Plan Initiative:

This work is part of Strategic Initiative No.5 – Regional Leadership.

Budget:

This item will not affect the budget.

Supporting Documents:

None.

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

DATE: January 4, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Amanda Thompson, Water Quality/Regulatory Affairs Supervisor
VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matthew Knudson, Assistant General Manager
RE: ***AGENDA ITEM NO. 6.6 – APPROVAL TO PURCHASE GCMS LAB EQUIPMENT.***

Recommendation:

Staff recommends the Board approve the purchase of a new Gas Chromatograph/Mass Spectrometer (GCMS) setup at an estimated cost of \$122,000.00.

Alternative Options:

The alternative is to continue utilizing our current GCMS setup. However, since January 2015, our current instrument has been down for a cumulative of 7 months, which has limited our ability to monitor TTHMs in our system to only 68% of the time. Another alternative is to send routine TTHM samples to another lab. The standard time to receive results from another lab is about 2-3 weeks, and the cost would be about \$50,000 per year. If we wanted to receive sample results within the 1-2 day timeframe, it would cost about \$150,000/yr.

Impact of Taking No Action:

The District will either spend more money annually on sample analysis or on GAC media replacement/reactivation. Limited routine monitoring of TTHMs in our system will likely increase our potential for higher TTHM formation. In order to ensure TTHM formation is reduced, we will need to utilize more GAC at the Leslie O. Carter Water Treatment Plant (WTP) and Underground GAC Facility, which will result in higher costs for GAC media replacement/reactivation.

Background:

The GCMS is a critical instrument that allows us to utilize GAC efficiently at the WTP and the Underground GAC Facility. The ability to grab real-time samples and receive results within 1-2 days provides staff the opportunity to identify problem areas within our distribution system and quickly assess adjustments made to reduce TTHM formation. Utilizing the GCMS for TTHM monitoring has allowed the District to save hundreds of thousands of dollars per year on the cost of GAC.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matthew Knudson, Assistant General Manager

January 4, 2017

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 1 – Water Resource Reliability by improving Granular Activated Carbon (GAC) use and research.

Budget:

This replacement equipment will be funded from the Water Quality Funds, and staff has estimated \$150,000 in the approved 2017 Budget for this item.

The attached quotation includes the annual subscription and support costs of \$5,856.00, and this will be funded through the Operations Department approved 2017 Operating Budget.

Supporting Documents:

- Quotation from Agilent Technologies



Clement Do
 Palmdale Water District
 700 East Ave S
 PALMDALE CA 93550-9302

Quotation

Quote No.	Create Date	Delivery Time	Page
2172647	11/17/2016	8 Weeks	1 of 5
Contact	Phone no.	Valid to	
Tim Sullins	888-232-8050	01/16/2017	
To place an order: Call 1-800-227-9770 Option 1			
For Instruments Fax : 302-633-8953			
Email : LSCAinstrumentsales@agilent.com			
For Consumables Fax : 302-633-8901			
Email : CAG_sales-NA@agilent.com			
For Genomics Fax: 512-321-3128			
Email : orders@agilent.com			
For additional instructions, see last page			

Product/Description	Qty/Unit	Unit List Price	Discount Amount	Extended Net Price
G3442B	1.000 EA	21,107.00 USD	4,221.40-	16,885.60
Agilent 7890B GC for MS with SSL inlet. Includes 100psi split-splitless inlet LAN interface and MS interface (for Agilent 5977 Series MSD or Agilent 7000 Triple Quad GC/MS or 7200 Q-TOF GC/MS). With the following configuration: Ship-to Country : USA Installation (44K) Familiarization at Installation (44L)				
Item Total				16,885.60
Special discount of 20.00 % is applied.				
G7076BA	1.000 EA	54,145.00 USD	10,829.00-	43,316.00
5977B MSD Bundle with Stainless Steel Source With the following configuration: Ship-to Country : USA Turbo Pump Add ChemStation DA w/ CS Fam MSD for 7890 GC Installation (44K) Familiarization at Installation (44L) 1 Year SW Update/Phone Assist (44W)				
	1 EA	8,396.00 USD	1,679.20-	6,716.80



Agilent Technologies

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Palmdale Water District
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PALMDALE CA 93550-9302

Quotation

Quote No.	Create Date	Delivery Time	Page
2172647	11/17/2016	8 Weeks	2 of 5
Contact		Phone no.	Valid to
Tim Sullins		888-232-8050	01/16/2017
To place an order: Call 1-800-227-9770 Option 1 For Instruments Fax : 302-633-8953 Email : LSCAinstrumentsales@agilent.com For Consumables Fax : 302-633-8901 Email : CAG_sales-NA@agilent.com For Genomics Fax: 512-321-3128 Email : orders@agilent.com For additional instructions, see last page			

Product/Description	Qty/Unit	Unit List Price	Discount Amount	Extended Net Price
Item Total				50,032.80
Special discount of 20.00 % is applied.				
G7363A	1.000 EA	25,697.00 USD	5,139.40-	20,557.60
Lumin Purge and Trap Concentrator				
With the following configuration:				
Ship-to Country : USA				
Installation (44K)				
Familiarization at Installation (44L)				
Item Total				20,557.60
Special discount of 20.00 % is applied.				
TMR-AQUA100	1.000 EA	21,591.00 USD	4,318.20-	17,272.80
AquaTek 100 Liquid Autosampler with 5mL PEEK sample loop. Includes 100 vial capacity, 2 position dosing standard valves, chiller tray, blank water reservoir, start up kit, software for Stratum/Velocity				
With the following configuration:				
Ship-to Country : USA				
Item Total				17,272.80



Agilent Technologies

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Palmdale Water District
700 East Ave S
PALMDALE CA 93550-9302

Quotation

Quote No.	Create Date	Delivery Time	Page
2172647	11/17/2016	8 Weeks	3 of 5
Contact		Phone no.	Valid to
Tim Sullins		888-232-8050	01/16/2017
To place an order: Call 1-800-227-9770 Option 1 For Instruments Fax : 302-633-8953 Email : LSCAinstrumentsales@agilent.com For Consumables Fax : 302-633-8901 Email : CAG_sales-NA@agilent.com For Genomics Fax: 512-321-3128 Email : orders@agilent.com For additional instructions, see last page			

Product/Description	Qty/Unit	Unit List Price	Discount Amount	Extended Net Price
Special discount of 20.00 % is applied.				
SYS-GM-5977T-X	1.000 EA			0.00
GCMS 5977 Turbo System Adv Funct				
CrossLab Gold - 1yr total	1 EA	7,320.00 USD	1,464.00-	5,856.00
Item Total				5,856.00
Special discount of 20.00 % is applied.				
H2149A	1.000 EA			0.00
Method and Application Consulting On-site consulting for a maximum of 4 participants. Certificates and manuals not included.				
With the following configuration: Ship-to Country : USA Three Day On-site (Includes Travel)				
	1 EA	9,785.00 USD	1,957.00-	7,828.00
Item Total				7,828.00
Special discount of 20.00 % is applied.				
G3391A	1.000 EA	43.24 USD	8.65-	34.59



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PALMDALE CA 93550-9302

Quotation

Quote No.	Create Date	Delivery Time	Page
2172647	11/17/2016	8 Weeks	4 of 5
Contact		Phone no.	Valid to
Tim Sullins		888-232-8050	01/16/2017
To place an order: Call 1-800-227-9770 Option 1 For Instruments Fax : 302-633-8953 Email : LSCAinstrumentsales@agilent.com For Consumables Fax : 302-633-8901 Email : CAG_sales-NA@agilent.com For Genomics Fax: 512-321-3128 Email : orders@agilent.com For additional instructions, see last page			

Product/Description	Qty/Unit	Unit List Price	Discount Amount	Extended Net Price
Site Preparation Package for use with 5975C inert MSDs and MSD bundles. With the following configuration: Ship-to Country : USA				
		Item Total		34.59
Special discount of 20.00 % is applied.				
		Gross Amount	: \$	148,084.24
		Total Discount	: \$	29,616.85
		Net Amount	: \$	118,467.39
		Sales Tax	: \$	9,430.50
		Total	: \$	127,897.89

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 Palmdale Water District
 700 East Ave S
 PALMDALE CA 93550-9302

Quote No.	Create Date	Delivery Time	Page
2172647	11/17/2016	8 Weeks	5 of 5
Contact	Phone no.	Valid to	
Tim Sullins	888-232-8050	01/16/2017	
To place an order: Call 1-800-227-9770 Option 1			
For Instruments Fax : 302-633-8953			
Email : LSCAinstrumentsales@agilent.com			
For Consumables Fax : 302-633-8901			
Email : CAG_sales-NA@agilent.com			
For Genomics Fax: 512-321-3128			
Email : orders@agilent.com			
For additional instructions, see last page			

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- 1) Visit <http://www.agilent.com/chem/supplies> to place online orders using a purchase order or credit card.
- 2) Call 1-800-227-9770 (option 1) any weekday between 8am and 8 pm Eastern time in the U.S., Canada & Puerto Rico.
- 3) To place an order for Consumables, please fax the order to 302-633-8901.
 To place an instrument and/or software order, please fax the order to 302-633-8953.
 To place an order for Genomics, please fax the order to 512-321-3128, or email to orders@agilent.com
- 4) Or you can mail your order to:
 Agilent Technologies
 North American Customer Contact Center
 2850 Centerville Road BU3-2
 Wilmington, DE 19808-1610

To place an order, the following information is required:

- Purchase order number or credit card, delivery date, ship to, invoice to, end user, and quote number.
- GSA customers please provide GSA contract #.

EXCLUSIVE OFFERS FOR NEW INSTRUMENT CUSTOMERS, go to www.agilent.com/chem/exclusiveoffers

TO CHECK THE STATUS OF AN ORDER:

- 1) Visit <http://www.agilent.com/chem/supplies> to check the status of your order.
- 2) Call 1-800-227-9770 (option 1) any weekday between 8 am and 8 pm Eastern time, in the U.S., Canada & Puerto Rico. You will need to know the purchase order or credit card number the order was placed on.

FINANCING AND LEASING - A wide range of options are available. For more information or to discuss how monthly payments could suit your operational or budgetary requirements, contact your Agilent Account Manager.

TERMS AND CONDITIONS:

- Pricing: Web prices are provided only for the U.S. in U.S. dollars. All phone prices are in local currency and for end use. Applicable local taxes are applied.
- All Sales Tax is subject to change at the time of order.
- Shipping and Handling Charges: Orders with a value less than \$4000 or those requiring special services such as overnight delivery may be subject to additional shipping & handling fees. Some of these charges may be avoided by ordering via the Web
- Payment Terms: Net 30 days from invoice date, subject to credit approval.

* Quotation Validity: This quotation is valid for 60 days unless otherwise indicated.

* Warranty period for instrumentation is 1 year. The Warranty period for columns and consumables is 90 days.

It is Agilent Technologies intent to ship product at the earliest available date unless specified otherwise.

The sale of standard Products and Services referenced in this quotation is subject to the then current version of Agilent's Terms of Sale, and any LSCA Supplemental Terms or other applicable terms referenced herein. If any Products or Services are manufactured, configured or adapted to meet Customer's requirements, the sale of all Products and Services referenced in this quotation is subject to the then current version of Agilent's Terms of Sale for Custom Products and any LSCA Supplemental Terms or other applicable terms referenced herein. A copy of Agilent's Terms of Sale, Agilent's Terms of Sale for Custom Products and the LSCA Supplemental Terms is either attached or has been previously provided to you. Please contact us if you have not received a copy or require an additional copy. If you have a separate agreement in effect with Agilent covering the sale of Products and Services referenced in this quotation, the terms of that agreement will apply to those Products and Services. Agilent expressly objects to any different or additional terms in your purchase/sales order documentation, unless agreed to in writing by Agilent. Product and Service availability dates are estimated at the time of the quotation. Actual delivery dates or delivery windows will be specified at the time Agilent acknowledges and accepts your purchase order. The above conditions shall apply to the fullest extent permitted by the law. You may have other statutory or legal rights available. Commodities, technology or software exported from the United States of America ("U.S.") or from other exporting countries will be subject to the U.S. Export Administration Regulations and all exporting countries' export laws and regulations. Diversion contrary to U.S. law and the applicable export laws and regulations is prohibited.

WARNING: This product contains a chemical known to the State of California to cause cancer or birth defects or other reproductive harm.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 5, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Jennifer Emery, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.8 – APPROVAL OF RESOLUTION NO. 17-1
BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
PALMDALE WATER DISTRICT AUTHORIZING DIRECTORS TO
REVISE HEALTH INSURANCE OPTIONS WITHIN 2017 BUDGET
AMOUNTS.***

Recommendation:

Staff recommends that the Board sign a resolution regarding the vote on November 22, 2016 to create a bucket of \$22,000 for each Director which will include expenditures on benefits, travel/conferences, and meeting stipends in the 2017 budget. This will allow for an open window from January 1 to January 20, 2017 in order for Directors to make changes to their benefit plans.

Alternative Options:

The alternative is to not sign the resolution leaving the vote in tact but eliminating an open enrollment period.

Background:

The Board has been focused on making sure that the District's budget keeps costs at a minimum and allows our rates to be as low as possible for our ratepayers. On November 22, 2017 as a part of our budgeting process, the Board voted to create a pool of money in the amount of \$22,000 for each Director for the fiscal year which will be available for benefits, meeting stipends and travel/conferences. Each Director can choose their own distribution between those three categories.

Strategic Plan Initiative:

This work is part of Strategic Plan Initiative No. 4: Financial Health and Stability

Budget:

This is included in our 2017 budget. No increase to budget.

Supporting Documents:

- Resolution No. 17-1

RESOLUTION NO. 17-1

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE PALMDALE WATER DISTRICT
AUTHORIZING DIRECTORS TO REVISE HEALTH INSURANCE OPTIONS
WITHIN 2017 BUDGET AMOUNTS**

WHEREAS, the governing body of the Palmdale Water District approved a 2017 Budget on November 22, 2016 including a Directors' budget of \$22,000.00 for each Director to cover the cost of Directors' fees, health insurance, and Director's travel, seminars, and meetings. Up to \$1,600.00 per month will be available for health insurance. Health insurance elections may only be changed annually at Open Enrollment, absent a Qualifying Event.

WHEREAS, Directors may wish to change health insurance options based on the new policy.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Palmdale Water District authorizes Directors to revise health insurance elections, effective January 1, 2017, communicated in writing to the District by January 20, 2017.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors of Palmdale Water District held on January 11, 2017.

Robert Alvarado, President
Palmdale Water District

Joe Estes, Secretary
Palmdale Water District

Approved As To Form:

Eric Dunn
General Counsel

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE:	January 4, 2017	January 11, 2017
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	<i>AGENDA ITEM NO. 7.1 – STATUS REPORT ON CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF NOVEMBER, 2016.</i>	

Attached is the Investment Funds Report and current cash balance as of November 30, 2016.
The reports will be reviewed in detail at the Board meeting.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT
November 30, 2016

					November 2016	October 2016
CASH						
1-00-0103-100	Citizens - Checking				772,755.86	968,335.01
1-00-0103-200	Citizens - Refund				(6,825.47)	(1,600.00)
1-00-0103-300	Citizens - Merchant				149,376.72	74,806.17
				Bank Total	915,307.11	1,041,541.18
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	921,007.11	1,047,241.18
INVESTMENTS						
1-00-0135-000	Local Agency Investment Fund			Acct. Total	11,824.34	11,824.34
1-00-0120-000	UBS Money Market Account General (SS 11469)					
	UBS RMA Government Portfolio				884,592.75	751,822.25
	UBS Bank USA Dep acct				250,000.00	250,000.00
	Accrued interest				7,309.58	7,577.61
					1,141,902.33	1,009,399.86
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912828SJ0	US Treasury Note	02/28/2017	0.87	1,000,000	1,001,040.00	1,001,790.00
				1,000,000	1,001,040.00	1,001,790.00
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	First Bank PR	11/07/2016	0.80			240,009.60
2	Compass Bank	02/07/2017	0.95	240,000	240,204.00	240,285.60
3	GE Cap Retail Bank	04/27/2017	1.84	200,000	200,772.00	200,948.00
4	Discover Bank	05/02/2017	1.73	240,000	241,065.60	241,298.40
5	Merrick Bank	06/12/2017	1.00	100,000	100,233.00	100,299.00
6	Level One Bank	06/19/2017	0.65	101,000	101,185.84	101,245.43
7	GE Cap Retail Bank	06/22/2017	1.78	200,000	201,294.00	201,538.00
8	Capitol One Bank	08/14/2017	1.20	240,000	240,873.60	241,063.20
9	Triumph Bank	09/26/2017	0.80	200,000	200,606.00	200,712.00
10	MB Finl Bank	10/26/2017	0.85	200,000	200,168.00	200,212.00
11	Bank United Miami	11/21/2017	1.20	240,000	240,979.20	241,123.20
12	Goldman Sachs Bank NY	1/29/2018	1.35	240,000	241,408.80	
				2,201,000	2,208,790.04	2,208,734.43
				Acct. Total	4,351,732.37	4,219,924.29
1-00-1110-000	UBS Money Market Account Capital (SS 11475)					
	UBS Bank USA Dep acct				234,477.40	234,475.54
	UBS RMA Government Portfolio				-	-
				Acct. Total	234,477.40	234,475.54
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				2,993.36	241,294.56
	Accrued interest				20,620.94	18,024.50
					273,614.30	509,319.06
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912828XF2	US Treasury Note	06/15/2018	1.125	1,000,000	1,001,290.00	1,004,880.00
912828KD1	US Treasury Note	02/15/2019	2.610	1,500,000	1,550,625.00	1,562,220.00
912828P53	US Treasury Note	02/15/2019	0.75	1,000,000	990,900.00	996,170.00
				3,500,000	3,542,815.00	3,563,270.00
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
	Goldman Sachs Bk	11/07/2016	1.00			240,014.40
	BMW Bank	11/15/2018	1.96	240,000	244,423.20	245,023.20
	American Express	04/29/2019	1.44	240,000	243,285.60	243,722.40
	Synchrony Bank	04/14/2020	1.85	240,000	245,947.20	246,556.80
	JP Morgan Chase Bank	11/18/2020	1.60	240,000	239,193.60	
	Bank of Baroda NY	11/23/2020	1.60	77,000	76,789.79	
	Comenity Cap Bank	1/19/2021	1.90	163,000	169,282.02	
				1,200,000	1,218,921.41	975,316.80
				Acct. Total	5,035,350.71	5,047,905.86
				Total Managed Accounts	9,633,384.82	9,514,130.03
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				230,327.43	230,323.40
				Acct. Total	480,327.43	480,323.40
					GRAND TOTAL CASH AND INVESTMENTS	11,034,719.36
					Increase (Decrease) in Funds	(6,975.25)
1-00-1130-000	2013A Bonds - Project Funds (BNY Mellon)					
					403,836.05	437,188.90

PALMDALE WATER DISTRICT
2016 Cash Flow Report (Based on Jan. 19, 2016 Approved Budget)

2016 Cash Flow Report (Based on Jan. 19, 2016 Approved Budget)														Budget 2017 Carryover Information	
	January	February	March	April	May	June	July	August	September	October	November	December	YTD		
Total Cash Beginning Balance (BUDGET)	12,253,595	11,996,708	12,070,140	9,443,313	11,240,278	11,923,901	11,779,269	10,981,346	11,574,708	9,220,541	9,395,698	9,267,781		(190,000)	
Total Cash Beginning Balance	12,253,595	12,534,672	12,719,333	10,275,232	12,340,454	13,316,414	12,675,338	12,028,366	12,724,061	10,784,100	11,041,695	11,034,719			
Budgeted Water Receipts	1,541,128	1,523,788	1,575,809	1,590,982	1,790,396	1,946,460	2,165,382	2,202,231	2,030,994	1,946,460	1,688,521	1,673,349	21,675,500		
Water Receipts	1,836,145	1,903,857	1,602,349	1,518,640	1,618,564	1,843,912	1,793,757	2,585,375	2,151,151	2,389,917	2,130,685	1,673,349	23,047,700		
DWR Refund (Operational Related)				1,718	28					2,029			3,775		
Other													-		
Total Operating Revenue (BUDGET)													-		
Total Operating Revenue (ACTUAL)	1,836,145	1,903,857	1,602,349	1,520,358	1,618,592	1,843,912	1,793,757	2,585,375	2,151,151	2,391,946	2,130,685	1,673,349	23,051,476		
Total Operating Expenses excl GAC (BUDGET)	(1,237,486)	(1,217,967)	(1,591,629)	(1,550,533)	(1,568,100)	(1,439,060)	(1,770,025)	(1,614,651)	(1,795,266)	(1,449,785)	(1,434,170)	(1,550,028)	(18,218,700)		
GAC (BUDGET)	(362,730)		(190,000)			(190,000)			(190,000)		(190,000)		(1,122,730)		
Operating Expenses excl GAC (ACTUAL)	(1,356,117)	(1,281,496)	(1,961,054)	(1,361,831)	(1,377,208)	(1,883,577)	(1,989,499)	(1,716,208)	(1,699,901)	(1,698,705)	(2,004,198)	(1,550,028)	(19,879,823)		
GAC	(62,730)	(183,290)	(275,135)									(190,000)	(711,154)		
Prepaid Insurance (paid)/refunded		(66,457)								(199,817)			(266,274)		
Total Operating Expense (ACTUAL)	(1,418,847)	(1,531,243)	(2,236,189)	(1,361,831)	(1,377,208)	(1,883,577)	(1,989,499)	(1,716,208)	(1,699,901)	(1,898,522)	(2,004,198)	(1,740,028)	(20,857,251)		
Non-Operating Revenue Expenses:															177,000
Assessments, net (BUDGET)	664,439	253,955	14,289	2,027,090	739,781	11,042	75,342	127,302	-	-	129,251	2,452,512	6,495,000		
Actual/Projected Assessments, net	684,181	313,172	15,308	2,078,805	818,666	12,539	70,859	145,201	-	-	130,975	2,620,779	6,890,485		
RDA Pass-through (Successor Agency)					307,851								307,851		
Interest	3,168	4,991	9,069	8,540	9,385	9,296	9,120	10,254	12,926	9,536	9,267	2,935	98,488		
Market Adjustment	7,983	(12,780)	7,384	(3,392)	(4,736)	19,028	(5,943)	(15,778)	(1,597)	(10,183)	(20,901)		(40,915)		
Grant Re-imbursement						306,915							306,915		
Capital Improvement Fees							234,459						234,459		
DWR Refund (Capital Related)				98,537	37,228					81,905			217,670		
Other	3,415	26	590	(202)	(33)	89	21,976	324	3	(9)	236	8,370	34,784		
Total Non-Operating Revenues (BUDGET)													-		
Total Non-Operating Revenues (ACTUAL)	698,746	305,408	32,351	2,182,288	1,168,361	347,866	330,472	140,001	11,333	81,248	119,577	2,632,084	8,049,736		
Non-Operating Expenses:														(707,823)	
Budgeted Capital Expenditures	(514,999)	(306,567)	(287,878)	(40,796)	(48,676)	(26,296)	(91,743)	(91,743)	(91,743)	(91,743)	(91,744)	(918,263)	(2,602,191)		
Actual/Projected Capital Expenditures	(93,505)	(302,341)	(24,615)	(62,302)	(242,404)	(31,036)	(43,219)	(122,092)	(82,788)	(129,494)	(57,965)	(279,012)	(1,470,773)		
WRB Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-	(423,595)	(805,960)		
Uncommitted Capital Expenditures	-	-	-	-	-	-	-	-	-	-	-	(280,000)	(280,000)		
SWP Capitalized	(717,495)	(170,388)	(196,069)	(170,390)	(170,390)	(170,390)	(717,492)	(170,390)	(201,804)	(170,288)	(170,388)	(170,388)	(3,195,872)		
Butte County Water Transfer						(726,859)						(726,859)	(1,453,719)		
Bond Payments - Interest			(1,084,814)						(1,076,522)				(2,161,336)		
Principal			(537,114)						(1,020,439)				(1,557,553)		
Capital leases - Go West (2012 Lease)	(17,296)	(17,296)	-	(35,624)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(17,296)	(208,585)		
Capital leases - Wells Fargo (Printer Lease)	(6,672)	(3,336)	-	(7,277)	(3,695)	(3,695)	(3,695)	(3,695)	(3,695)	-	(7,390)	(3,695)	(46,846)		
Total Non-Operating Expenses (ACTUAL)	(834,969)	(493,362)	(1,842,612)	(275,592)	(433,785)	(949,277)	(781,702)	(313,474)	(2,402,544)	(317,078)	(253,039)	(1,900,846)	(10,798,278)		
Total Cash Ending Balance (BUDGET)	11,996,708	12,070,140	9,443,313	11,240,278	11,923,901	11,779,269	10,981,346	11,574,708	9,220,541	9,395,698	9,267,781	10,300,285			
Total Cash Ending Balance (ACTUAL)	12,534,672	12,719,333	10,275,232	12,340,454	13,316,414	12,675,338	12,028,366	12,724,061	10,784,100	11,041,695	11,034,719	11,699,279			
											Budget	10,300,285			
											Difference	1,398,993			
Indicates actual expenditures/revenues:															
Indicates anticipated expenditures/revenues:															

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE: January 4, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: ***AGENDA ITEM 7.2 – STATUS REPORT ON FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR NOVEMBER, 2016***

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending November 30, 2016. 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, 2016.

This is the eleventh month of the District's Budget Year 2016. The target percentage is 92%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on November 30, 2016.
- There isn't any significant change from prior month. Total assets dropped by approximately \$600K. This due primarily to decrease in long-term assets and receivables.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on November 30, 2016.
- Operating revenue is at 96% of budget.
- Cash operating expense is at 93% of budget.
- Net operating profit for the month of November was \$288K. Net operating profit year to date is at \$2MM.
- Page 6 is showing the distribution of operating expense between labor and operations. Labor costs continue at 52% of total expenses with salaries making up 36% of that.

Year-To-Year Comparison P&L:

- Page 7 is our comparison of November 2015 to November 2016.
- Total operating revenue was up \$74K, or 4%.
- Operating expenditures were up \$417K, or 34%.
- Page 7-1 is our comparison of November, 2014 to November, 2016.
- Total operating revenue was up \$124K, or 7% .
- Total operating expenses were down \$430, or 21%.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager

January 4, 2017

- Page 8 and 8-1 is a graphic presentation of the water consumption comparison for 2015 and 2014 respectively.
 - Units billed in acre feet for 2015 comparison were up by 35, or 3%.
 - Total revenue per unit sold was up \$0.04, or 1%.
 - Total revenue per connection is up \$3.25, or 5%.
 - Units billed per connection is up .53, or 3%.
- Units billed in acre feet for 2014 comparison were down by 104, or 8%.
- Total revenue per unit sold is up \$0.50, or 16%.
- Total revenue per connection was up \$1.01, or 2%.
- Units billed per connection is down 1.83, or 8%.

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year-to-date.
- Operating revenue through November, 2016 is up \$1.17MM, or 6%.
- Retail water revenue from all areas are up by \$942K from last year. That's shown by the combined green highlighted area.
- Retail water sales, including the drought surcharge but excluding meter fees, is up \$1.06MM.
- Total revenue is up \$1.6MM. This is due primarily to grant funding, increased water consumption and the drought surcharge.
- Operating revenue is at 96% of budget, last year was at 84% of budget. However, our 2016 revenue budget is \$1.5MM less than 2015.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year-to-date.
- Cash Operating Expenses through November, 2016 are up \$1.1MM, or 6%, compared to 2015. This is due to increased water purchases and increased administrative costs.
- Total Expenses are down \$474K or 2%. This due primarily to a reduction in our depreciation expense.

Departments:

- Pages 14 through 24 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.

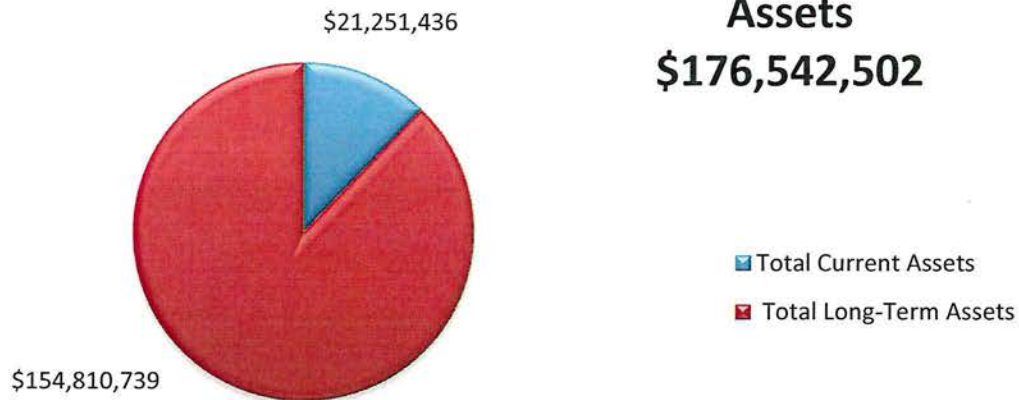
Capitalized Construction: The value of our labor force used to construct our asset infrastructure.

Palmdale Water District
Balance Sheet Report
For the Eleven Months Ending 11/30/2016

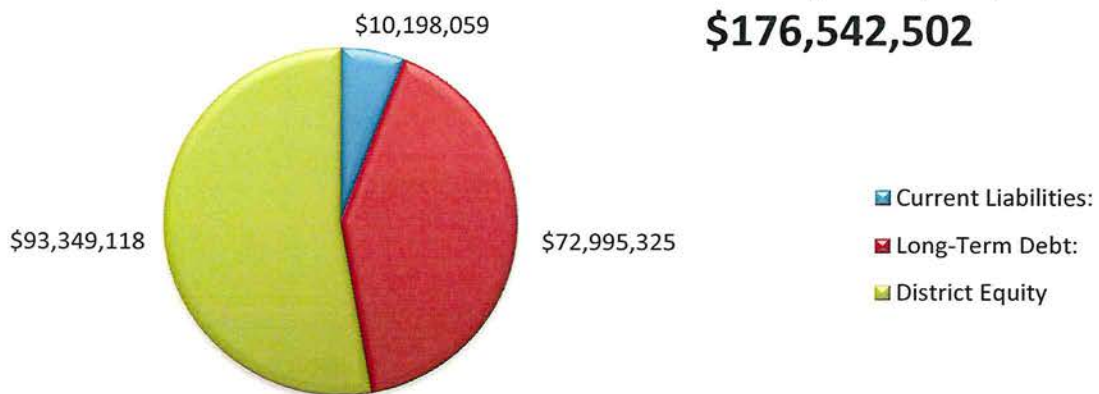
	<u>November 2016</u>	<u>October 2016</u>
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 921,231	\$ 1,047,241
Investments	9,633,385	9,514,130
2013A Bonds - Project Funds	403,836	426,071
	<u>\$ 10,958,452</u>	<u>\$ 10,987,443</u>
Receivables:		
Accounts Receivables - Water Sales	\$ 1,845,361	\$ 2,021,118
Accounts Receivables - Miscellaneous	28,408	29,487
Allowance for Uncollected Accounts	(196,113)	(196,113)
	<u>\$ 1,677,657</u>	<u>\$ 1,854,491</u>
Assessments Receivables	\$ 7,588,635	\$ 7,719,610
Meters, Materials and Supplies	815,333	784,963
Prepaid Expenses	211,360	236,386
Total Current Assets	<u>\$ 21,251,436</u>	<u>\$ 21,582,892</u>
Long-Term Assets:		
Property, Plant, and Equipment, net	\$ 109,395,421	\$ 109,640,680
Participation Rights in State Water Project, net	44,266,033	44,292,549
Investment in PRWA	229,923	229,923
2013A Bonds - Insurance & Surety Bond	214,561	215,227
CalPERS Contributions	704,801	704,801
	<u>\$ 154,810,739</u>	<u>\$ 155,083,181</u>
Restricted Cash:		
Rate Stabilization Fund	480,327	480,323
Total Long-Term Assets & Restricted Cash	<u>\$ 155,291,067</u>	<u>\$ 155,563,504</u>
Total Assets	<u>\$ 176,542,502</u>	<u>\$ 177,146,397</u>
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities:		
Current Interest Installment of Long-term Debt	\$ 353,699	\$ 176,875
Current Principal Installment of Long-term Debt	505,746	521,351
Accounts Payable and Accrued Expenses	5,255,281	5,540,743
Deferred Assessments	4,083,333	4,666,667
Total Current Liabilities	<u>\$ 10,198,059</u>	<u>\$ 10,905,635</u>
Long-Term Debt:		
Pension-Related Debt	\$ 9,177,550	\$ 9,177,550
OPEB Liability	13,208,874	13,030,612
2013A Water Revenue Bonds	42,459,708	42,461,959
2012 - Certificates of Participation	8,101,907	8,095,109
2011 - Capital Lease Payable	47,286	47,286
Total Long-Term Liabilities	<u>\$ 72,995,325</u>	<u>\$ 72,812,516</u>
Total Liabilities	<u>\$ 83,193,384</u>	<u>\$ 83,718,151</u>
District Equity		
Revenue from Operations	\$ (1,306,278)	\$ (1,227,151)
Retained Earnings	94,655,397	94,655,397
Total Liabilities and District Equity	<u>\$ 176,542,502</u>	<u>\$ 177,146,397</u>

BALANCE SHEET AS OF NOVEMBER 30, 2016

Assets \$176,542,502



Liability & Equity \$176,542,502



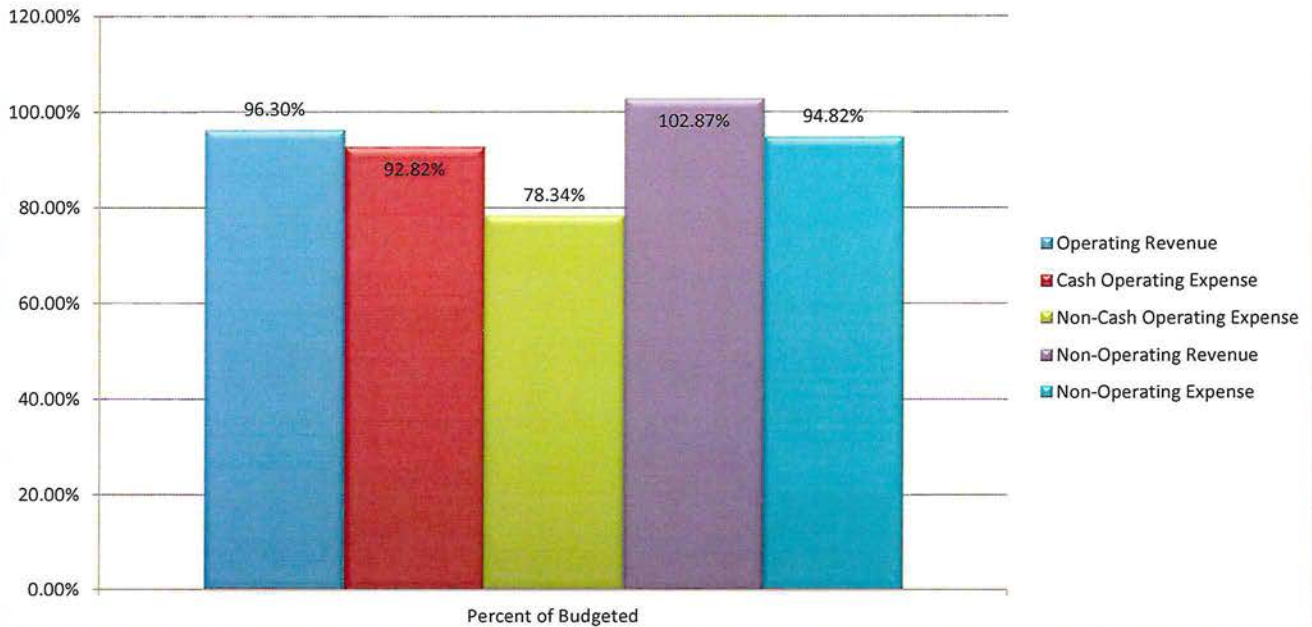
Palmdale Water District
Consolidated Profit and Loss Statement
For the Eleven Months Ending 11/30/2016

	Thru October	November	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	\$ 180,595	\$ 37,881	\$ 218,477		\$ 160,000	136.55%
Water Sales	5,805,716	612,726	6,418,442		7,242,000	88.63%
Meter Fees	10,147,904	1,015,701	11,163,605		12,079,000	92.42%
Water Quality Fees	735,238	69,178	804,416		934,500	86.08%
Elevation Fees	299,908	27,896	327,804		400,000	81.95%
Other (Page 3-1)	649,644	65,950	715,594		860,000	83.21%
Drought Surcharge	1,124,737	101,153	1,225,890		-	
Total Operating Revenue	\$ 18,943,743	\$ 1,930,485	\$ 20,874,227	\$ -	\$ 21,675,500	96.30%
Cash Operating Expenses:						
Directors	\$ 129,366	\$ 12,686	\$ 142,052		\$ 145,750	97.46%
Administration-Services	1,336,866	205,832	1,542,698		1,588,750	97.10%
Administration-District	1,238,659	103,537	1,342,196		1,612,750	83.22%
Engineering	1,004,281	141,543	1,145,823		1,279,250	89.57%
Facilities	5,365,138	535,683	5,900,821		6,513,750	90.59%
Operations	2,224,169	210,637	2,434,806		2,449,250	99.41%
Finance	1,003,619	123,960	1,127,579		1,168,250	96.52%
Water Conservation	205,487	8,611	214,098		239,250	89.49%
Human Resources	325,624	32,543	358,166		420,350	85.21%
Information Technology	601,757	51,398	653,154		867,750	75.27%
Customer Care	1,084,895	118,490	1,203,384		1,386,750	86.78%
Source of Supply-Purchased Water	1,749,050	31,015	1,780,065		1,725,000	103.19%
Plant Expenditures	439,797	66,448	506,245		-	
GAC Filter Media Replacement	521,064	-	521,064		934,500	55.76%
Total Cash Operating Expenses	\$ 17,229,772	\$ 1,642,381	\$ 18,872,153	\$ -	\$ 20,331,350	92.82%
Net Cash Operating Profit/(Loss)	\$ 1,713,971	\$ 288,104	\$ 2,002,074	\$ -	\$ 1,344,150	148.95%
Non-Cash Operating Expenses:						
Depreciation	\$ 4,693,103	\$ 453,556	\$ 5,146,659		\$ 7,200,000	71.48%
OPEB Accrual Expense	1,958,602	195,860	2,154,462		2,250,000	95.75%
Bad Debts	72,335	1,769	74,104		50,000	148.21%
Service Costs Construction	79,532	8,207	87,739		125,000	70.19%
Capitalized Construction	(570,828)	(135,344)	(706,171)		(1,000,000)	70.62%
Total Non-Cash Operating Expenses	\$ 6,232,744	\$ 524,049	\$ 6,756,792	\$ -	\$ 8,625,000	78.34%
Net Operating Profit/(Loss)	\$ (4,518,773)	\$ (235,945)	\$ (4,754,718)	\$ -	\$ (7,280,850)	65.30%
Non-Operating Revenues:						
Assessments (Debt Service)	\$ 4,441,917	\$ 440,417	\$ 4,882,333		\$ 4,670,000	104.55%
Assessments (1%)	1,749,268	142,917	1,892,184		2,025,000	93.44%
DWR Fixed Charge Recovery	285,255	-	285,255		200,000	142.63%
Interest	66,271	(11,634)	54,638		35,000	156.11%
Capital Improvement Fees	234,459	-	234,459		50,000	468.92%
Grants - State and Federal	306,915	-	306,915		485,000	63.28%
Other	146,888	236	147,124		120,000	122.60%
Total Non-Operating Revenues	\$ 7,230,973	\$ 571,935	\$ 7,802,909	\$ -	\$ 7,585,000	102.87%
Non-Operating Expenses:						
Interest on Long-Term Debt	\$ 1,853,655	\$ 182,301	\$ 2,035,956		\$ 2,228,000	91.38%
Amortization of SWP	1,968,980	196,904	2,165,884		2,238,000	96.78%
Change in Investments in PRWA	105,316	-	105,316		-	
Water Conservation Programs	42,078	5,235	47,313		126,500	37.40%
Total Non-Operating Expenses	\$ 3,970,029	\$ 384,440	\$ 4,354,469	\$ -	\$ 4,592,500	94.82%
Net Earnings	\$ (1,257,829)	\$ (48,450)	\$ (1,306,278)	\$ -	\$ (4,288,350)	30.46%

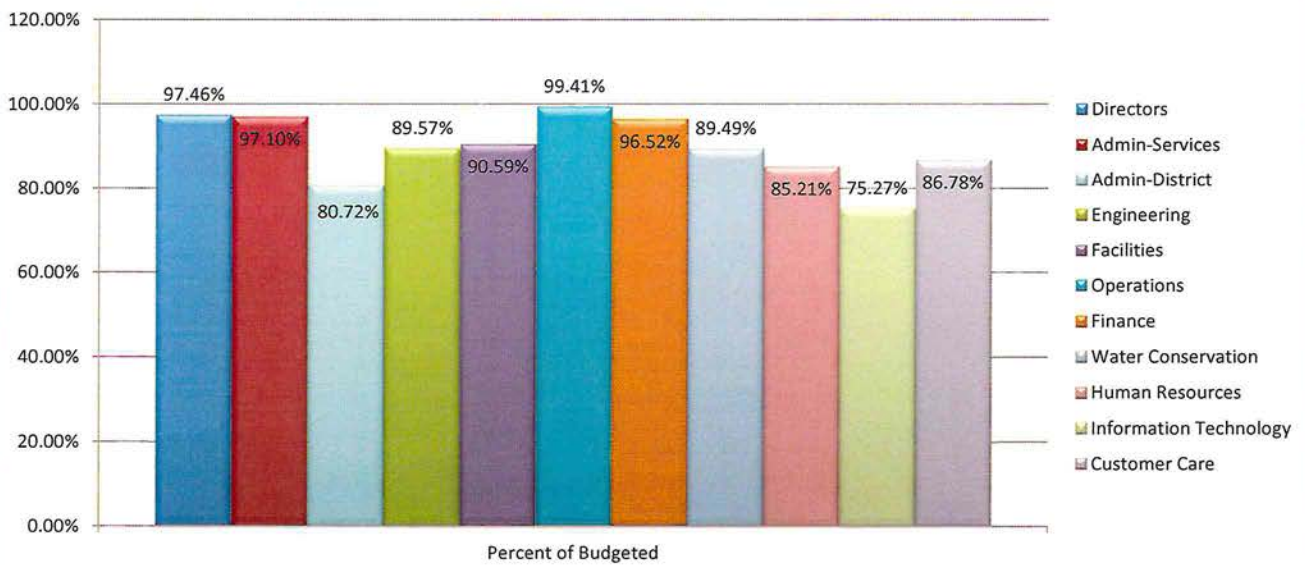
OTHER OPERATING REVENUE

	Current	YTD
Account Setup Charge(\$25)	\$4,000.00	\$43,110.00
Customer Request Turn On/Off(\$15)	\$0.00	\$75.00
Account Setup Charge/CC (\$35)	\$0.00	\$1,085.00
5/8" Meter W/Itron Assembly(\$212)	\$0.00	(\$212.00)
After Hours Service Call	\$80.00	\$700.00
Construction Meter Install(\$250)	\$0.00	\$1,250.00
Credit Check(\$10)	\$0.00	\$690.00
ERT (87.20)	\$0.00	\$87.20
Grind Down Angle Stop (\$230)	\$0.00	\$230.00
Lock Broken or Missing(\$15)	\$45.00	\$720.00
Miscellaneous Charge	\$0.00	\$2,120.01
Non-Compliance Fee Backflow(\$50)	\$150.00	\$1,200.00
Pulled Meter Service Charge(\$60)	\$0.00	\$1,200.00
Rejected Payment Notification	\$280.00	\$3,240.00
Repair Angle Stop After Hours(\$600.00)	\$1,800.00	\$3,000.00
Repair Angle Stop(\$440.00)	(\$880.00)	\$6,160.00
Shut-Off Charge(\$30)	\$5,700.00	\$66,930.00
Shut-Off Notice Fee (\$5)	\$10,060.00	\$101,385.00
Standard Trip Charge(\$15)	\$90.00	\$2,070.00
Waste Water 1st Notice(\$50.00)	\$50.00	\$6,400.00
Waste Water 2nd Notice (\$250.00)	\$0.00	(\$250.00)
Late Fees	\$43,430.75	\$395,228.31
NSF Fee	\$350.00	\$4,600.00

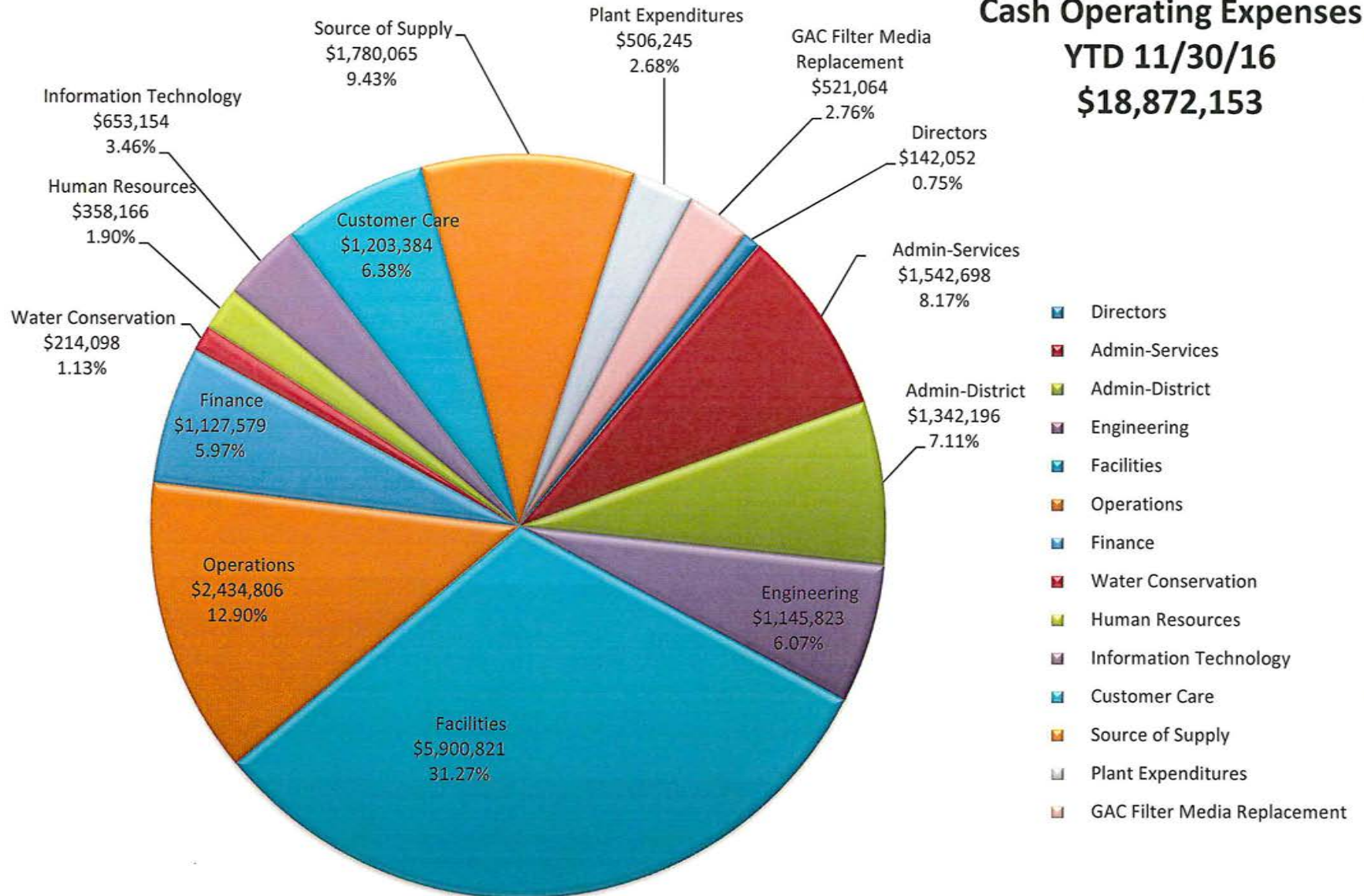
P & L BUDGET vs. ACTUAL



DEPARTMENTAL - BUDGET vs. ACTUAL



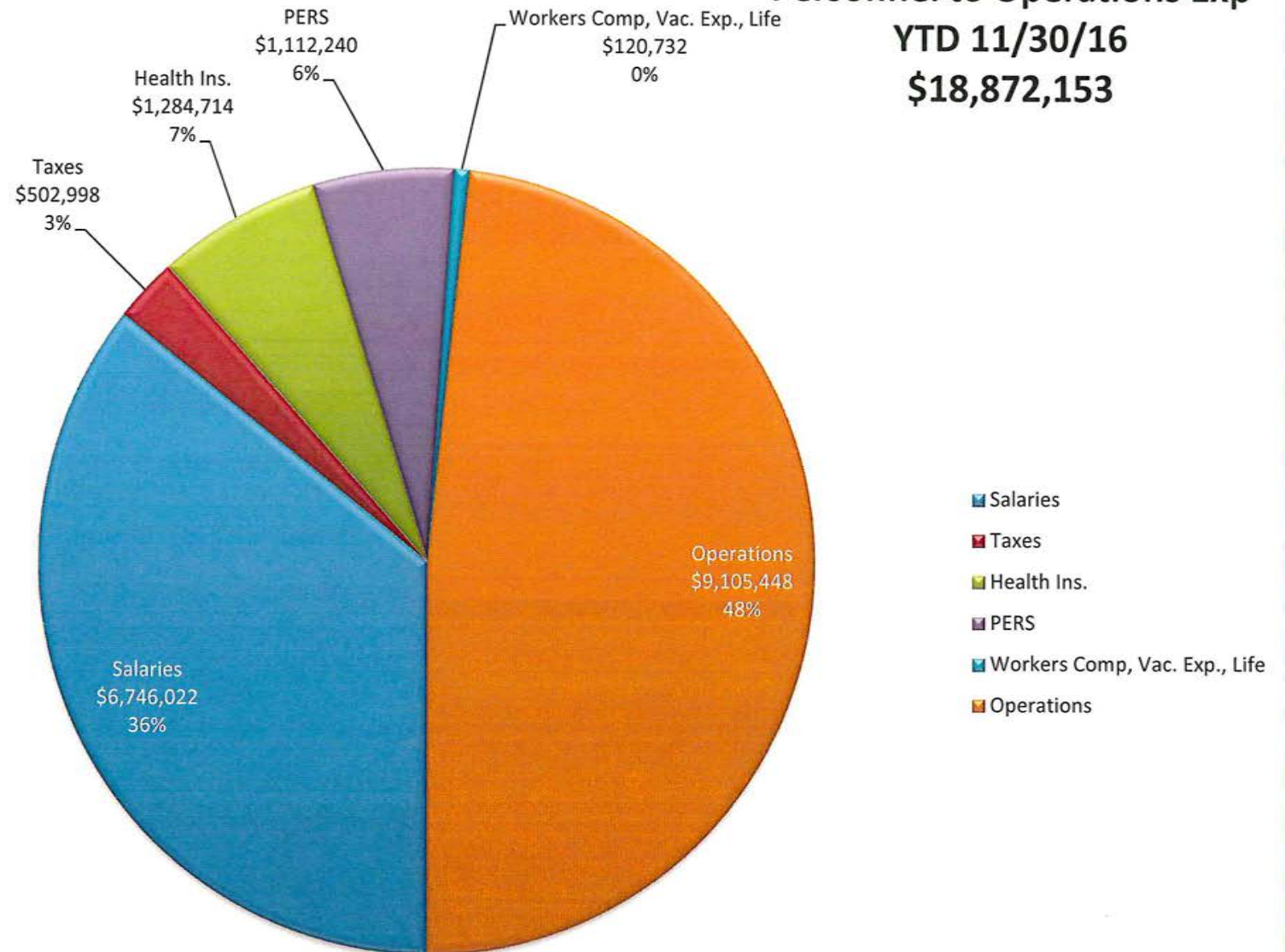
Cash Operating Expenses YTD 11/30/16 \$18,872,153



Personnel to Operations Exp

YTD 11/30/16

\$18,872,153



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

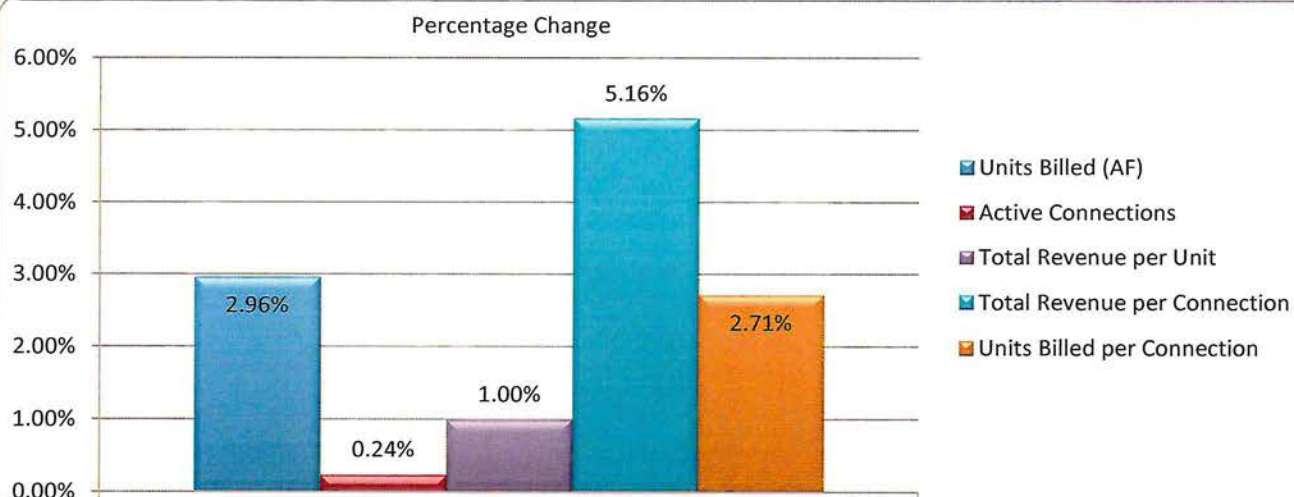
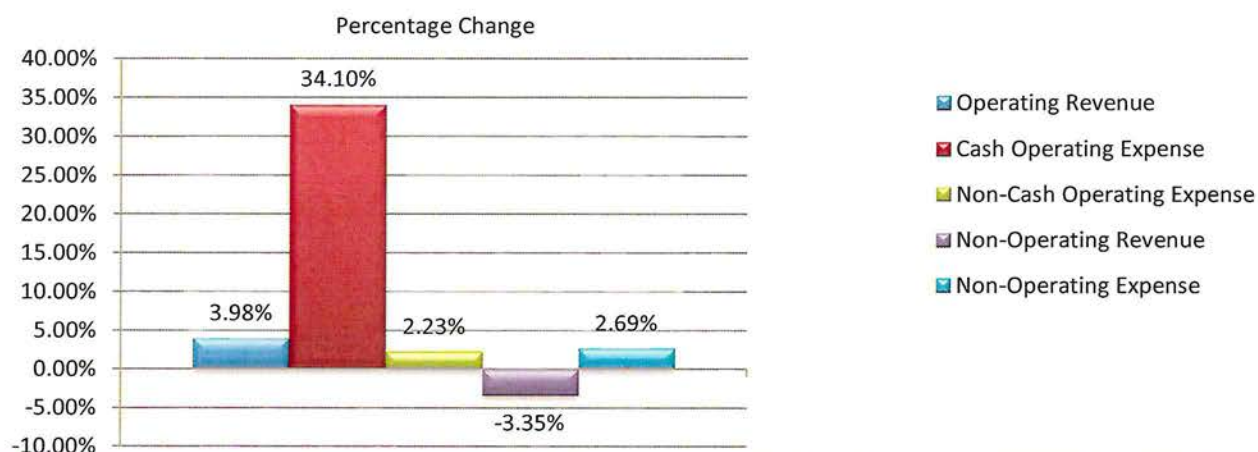
	2015	2016		%	Consumption Comparison		
	November	November	Change	Change	Units Billed	2015	2016
Operating Revenue:						516,864	532,141
Wholesale Water	\$ 75,392	\$ 37,881	\$ (37,510)		Active	26,542	26,605
Water Sales	521,536	612,726	91,190	17.48%	Vacant	849	802
Meter Fees	974,632	1,015,701	41,069	4.21%			
Water Quality Fees	72,106	69,178	(2,928)	-4.06%			
Elevation Fees	29,160	27,896	(1,264)	-4.33%	Rev/unit	\$ 3.59	\$ 3.63
Other	99,237	65,950	(33,287)	-33.54%	Rev/con	\$ 63.03	\$ 66.28
Drought Surcharge	84,523	101,153	16,629	19.67%	Unit/con	19.47	20.00
Total Operating Revenue	\$ 1,856,586	\$ 1,930,485	\$ 73,899	3.98%			
Cash Operating Expenses:							
Directors	\$ 7,632	\$ 12,686	\$ 5,054	66.23%			
Administration-Services	213,449	205,832	95,920	44.94%			
Administration-District	-	103,537					
Engineering	78,844	141,543	62,699	79.52%			
Facilities	419,782	535,683	115,901	27.61%			
Operations	173,673	210,637	36,964	21.28%			
Finance	96,755	123,960	27,205	28.12%			
Water Conservation	22,120	8,611	(13,510)	-61.07%			
Human Resources	18,600	32,543	13,942	74.96%			
Information Technology	55,053	51,398	(3,655)	-6.64%			
Customer Care	97,414	118,490	21,075	21.63%			
Source of Supply-Purchased Water	9,481	31,015	21,534	227.12%			
Plant Expenditures	31,982	66,448	34,466	107.77%			
GAC Filter Media Replacement	-	-	-				
Total Cash Operating Expenses	\$ 1,224,785	\$ 1,642,381	\$ 417,596	34.10%			
Non-Cash Operating Expenses:							
Depreciation	\$ 534,253	\$ 453,556	\$ (80,698)	-15.10%			
OPEB Accrual Expense	183,580	195,860	12,280	6.69%			
Bad Debts	5,918	1,769	(4,149)	-70.10%			
Service Costs Construction	(100,361)	8,207	108,568	-108.18%			
Capitalized Construction	(110,798)	(135,344)	(24,546)	22.15%			
Total Non-Cash Operating Expenses	\$ 512,593	\$ 524,049	\$ 11,456	2.23%			
Net Operating Profit/(Loss)	\$ 119,208	\$ (235,945)	\$ (355,153)	-297.93%			
Non-Operating Revenues:							
Assessments (Debt Service)	\$ 443,333	\$ 440,417	\$ (2,917)	-0.66%			
Assessments (1%)	140,000	142,917	2,917	2.08%			
DWR Fixed Charge Recovery	4,272	-	(4,272)	-100.00%			
Interest	4,153	(11,634)	(15,786)	-380.15%			
Capital Improvement Fees	-	-	-				
Grants - State and Federal	-	-	-				
Other	(28)	236	264	-941.94%			
Total Non-Operating Revenues	\$ 591,730	\$ 571,935	\$ (19,795)	-3.35%			
Non-Operating Expenses:							
Interest on Long-Term Debt	\$ 186,900	\$ 182,301	\$ (4,599)	-2.46%			
Amortization of SWP	172,877	196,904	24,027	13.90%			
Change in Investments in PRWA	-	-	-	#DIV/0!			
Water Conservation Programs	14,574	5,235	(9,339)	-64.08%			
Total Non-Operating Expenses	\$ 374,351	\$ 384,440	\$ 10,089	2.69%			
Net Earnings	\$ 336,587	\$ (48,450)	\$ (385,036)	-114.39%			

Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison-2 Years - November

	2014	2016		%	Consumption Comparison		
	November	November	Change	Change	Units Billed	2014	2016
Operating Revenue:						577,541	532,141
Wholesale Water	\$ 23	\$ 37,881	\$ 37,858		Active	26,460	26,605
Water Sales	669,950	612,726	(57,224)	-8.54%	Vacant	913	802
Meter Fees	908,878	1,015,701	106,823	11.75%			
Water Quality Fees	115,273	69,178	(46,095)	-39.99%	Rev/unit	\$ 3.13	\$ 3.63
Elevation Fees	32,843	27,896	(4,947)	-15.06%	Rev/con	\$ 65.27	\$ 66.28
Other	79,476	65,950	(13,526)	-17.02%	Unit/con	21.83	20.00
Drought Surcharge	-	101,153	101,153				
Total Operating Revenue	\$ 1,806,443	\$ 1,930,485	\$ 124,042	6.87%			
Cash Operating Expenses:							
Directors	\$ 7,742	\$ 12,686	\$ 4,944	63.86%			
Administration-Services	175,152	205,832	134,217	76.63%			
Administration-District	-	103,537					
Engineering	81,057	141,543	60,486	74.62%			
Facilities	291,758	535,683	243,925	83.61%			
Operations	350,106	210,637	(139,469)	-39.84%			
Finance	219,230	123,960	(95,271)	-43.46%			
Water Conservation	23,791	8,611	(15,180)	-63.81%			
Human Resources	27,340	32,543	5,202	19.03%			
Information Technology	87,160	51,398	(35,762)	-41.03%			
Customer Care	-	118,490	118,490				
Source of Supply-Purchased Water	71,634	31,015	(40,619)	-56.70%			
Plant Expenditures	439,204	66,448	(372,755)	-84.87%			
GAC Filter Media Replacement	298,050	-	(298,050)				
Total Cash Operating Expenses	\$ 2,072,225	\$ 1,642,381	\$ (429,843)	-20.74%			
Non-Cash Operating Expenses:							
Depreciation	\$ 548,512	\$ 453,556	\$ (94,956)	-17.31%			
OPEB Accrual Expense	166,875	195,860	28,985	17.37%			
Bad Debts	-	1,769	1,769				
Service Costs Construction	8,102	8,207	105	1.30%			
Capitalized Construction	(111,533)	(135,344)	(23,811)	21.35%			
Total Non-Cash Operating Expenses	\$ 611,956	\$ 524,049	\$ (87,907)	-14.36%			
Net Operating Profit/(Loss)	\$ (877,738)	\$ (235,945)	\$ 641,792	-73.12%			
Non-Operating Revenues:							
Assessments (Debt Service)	\$ 108,586	\$ 440,417	\$ 331,831	305.59%			
Assessments (1%)	34,283	142,917	108,634	316.87%			
DWR Fixed Charge Recovery	88,039	-	(88,039)				
Interest	7,851	(11,634)	(19,484)	-248.18%			
Capital Improvement Fees	-	-	-				
Grants - State and Federal	-	-	-				
Other	12,742	236	(12,506)	-98.15%			
Total Non-Operating Revenues	\$ 251,500	\$ 571,935	\$ 320,435	127.41%			
Non-Operating Expenses:							
Interest on Long-Term Debt	\$ 188,730	\$ 182,301	\$ (6,429)	-3.41%			
Amortization of SWP	131,561	196,904	65,343	49.67%			
Change in Investments in PRWA	-	-	-				
Water Conservation Programs	17,853	5,235	(12,618)	-70.68%			
Total Non-Operating Expenses	\$ 338,144	\$ 384,440	\$ 46,296	13.69%			
Net Earnings	\$ (964,381)	\$ (48,450)	\$ 915,931	-94.98%			

YEAR-TO-YEAR COMPARISON

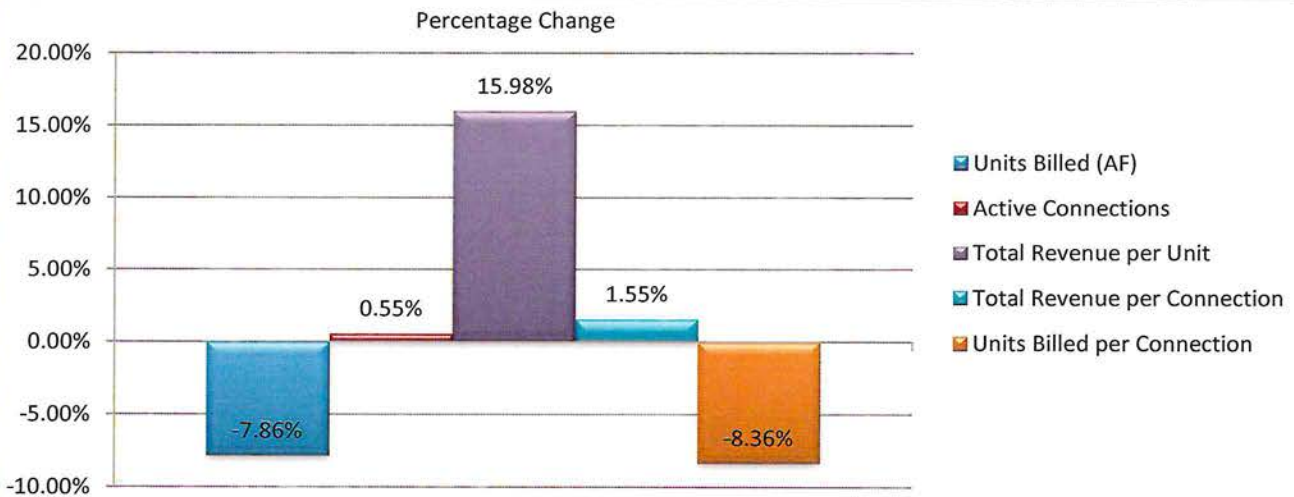
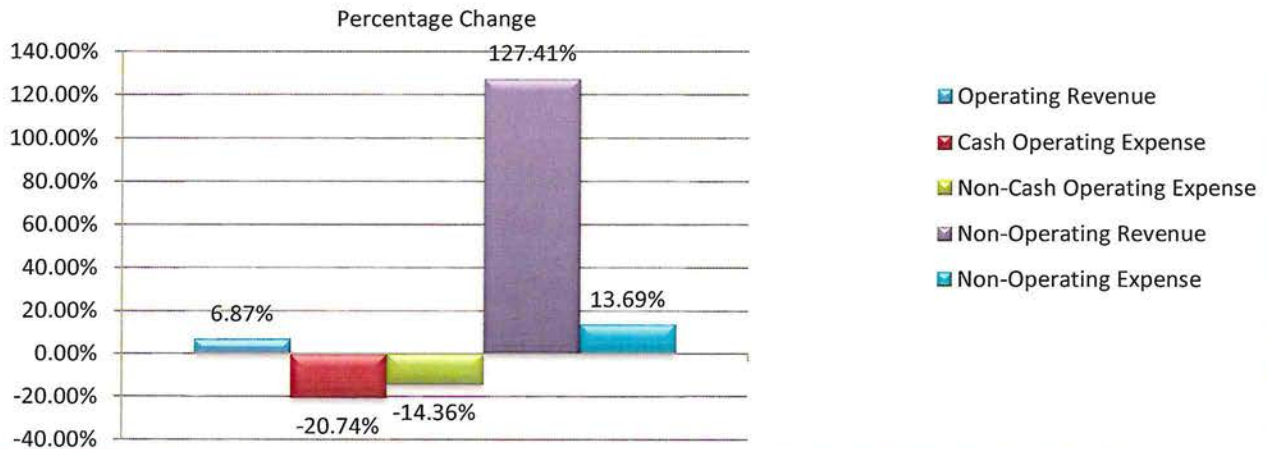
November 2015 -To - November 2016



	2015	2016	Change	
Units Billed (AF)	1,187	1,222	35	2.96%
Active Connections	26,542	26,605	63	0.24%
Non-Active	849	802	-47	-5.54%
Total Revenue per Unit	\$3.59	\$3.63	\$0.04	1.00%
Total Revenue per Connection	\$63.03	\$66.28	\$3.25	5.16%
Units Billed per Connection	19.47	20.00	0.53	2.71%

YEAR-TO-YEAR COMPARISON

November 2014 -To - November 2016



	2014	2016	Change	
Units Billed (AF)	1,326	1,222	-104	-7.86%
Active Connections	26,460	26,605	145	0.55%
Non-Active	913	802	-111	-12.16%
Total Revenue per Unit	\$3.13	\$3.63	\$0.50	15.98%
Total Revenue per Connection	\$65.27	\$66.28	\$1.01	1.55%
Units Billed per Connection	21.83	20.00	-1.83	-8.36%

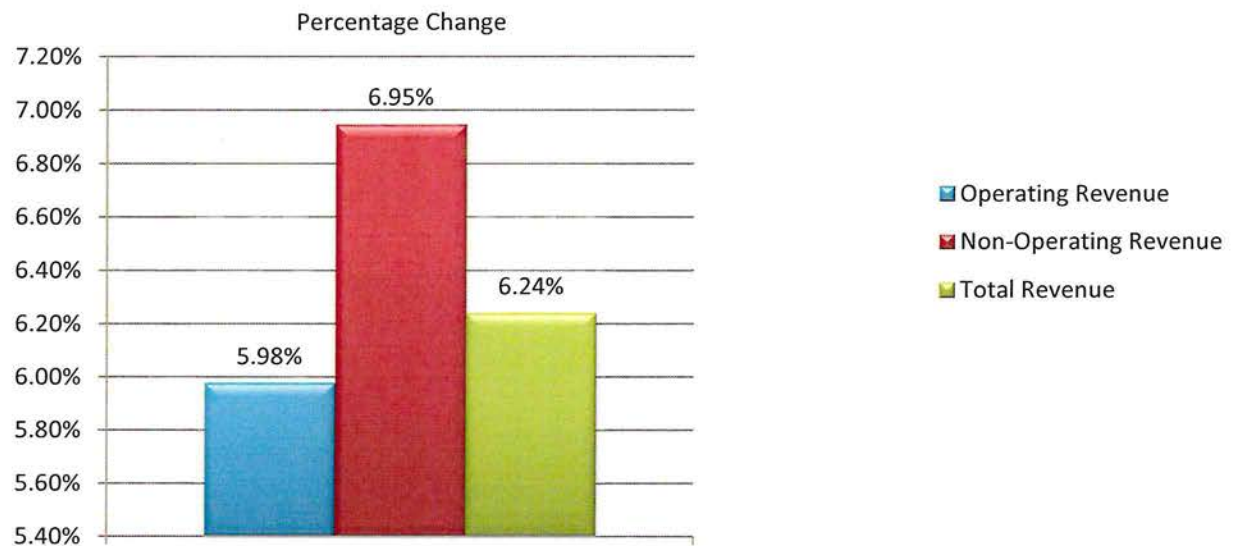
Palmdale Water District
Revenue Analysis
For the Eleven Months Ending 11/30/2016

	2016					2015 to 2016 Comparison			
	Thru October	November	Year-to-Date	Adjusted Budget	% of Budget	Thru October	November	Year-to-Date	% Change
Operating Revenue:									
Wholesale Water	\$ 180,595	\$ 37,881	\$ 218,477	\$ 160,000	136.55%	\$ 115,933	\$ (37,510)	\$ 78,423	55.99%
Water Sales	5,805,716	612,726	6,418,442	7,242,000	88.63%	439,640	91,190	530,829	9.02%
Meter Fees	10,147,904	1,015,701	11,163,605	12,079,000	92.42%	433,114	41,069	474,183	4.44%
Water Quality Fees	735,238	69,178	804,416	934,500	86.08%	(37,825)	(2,928)	(40,752)	-4.82%
Elevation Fees	299,908	27,896	327,804	400,000	81.95%	(20,095)	(1,264)	(21,359)	-6.12%
Other	649,644	65,950	715,594	860,000	83.21%	(409,690)	(33,287)	(442,977)	-38.23%
Drought Surcharge	1,124,737	101,153	1,225,890	-		574,509	16,629	591,138	93.13%
Total Water Sales	\$ 18,943,743	\$ 1,930,485	\$ 20,874,227	\$ 21,675,500	96.30%	\$ 1,095,586	\$ 73,899	\$ 1,169,485	5.98%
Non-Operating Revenues:									
Assessments (Debt Service)	\$ 4,441,917	\$ 440,417	\$ 4,882,333	\$ 4,670,000	104.55%	\$ 157,093	\$ (2,917)	\$ 154,176	3.26%
Assessments (1%)	1,749,268	142,917	1,892,184	2,025,000	93.44%	78,096	2,917	81,012	4.47%
DWR Fixed Charge Recovery	285,255	-	285,255	200,000	142.63%	(43,430)	(4,272)	(47,702)	-14.33%
Interest	66,271	(11,634)	54,638	35,000	156.11%	21,786	(15,786)	6,000	12.34%
Capital Improvement Fees	234,459	-	234,459	50,000	468.92%	(129,539)	-	(129,539)	-35.59%
Grants - State and Federal	306,915	-	306,915	485,000	63.28%	306,915	-	306,915	
Other	146,888	236	147,124	120,000	122.60%	135,755	264	136,019	1224.85%
Total Non-Operating Revenues	\$ 7,230,973	\$ 571,935	\$ 7,802,909	\$ 7,585,000	102.87%	\$ 526,677	\$ (19,795)	\$ 506,882	6.95%
Total Revenue	\$ 26,174,716	\$ 2,502,420	\$ 28,677,136	\$ 29,260,500	98.01%	\$ 1,622,263	\$ 54,104	\$ 1,676,367	6.24%

	2015				
	Thru October	November	Year-to-Date	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	1,059,335	99,237	1,158,572	1,450,000	79.90%
Drought Surcharge	550,229	84,523	634,752	-	
Total Water Sales	\$ 17,783,494	\$ 1,781,194	\$ 19,564,688	\$ 23,178,000	84.41%
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%
Grants - State and Federal	-	-	-	-	
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%
Total Revenue	\$ 24,487,790	\$ 2,372,924	\$ 26,860,715	\$ 30,418,000	88.31%

REVENUE COMPARISON YEAR-TO-DATE

November 2015-To-November 2016



Palmdale Water District
Operating Expense Analysis
For the Eleven Months Ending 11/30/2016
2016

2015 to 2016 Comparison

	Thru October	November	Year-to-Date	Adjusted Budget	% of Budget	Thru October	November	Year-to-Date	% Change
Cash Operating Expenses:									
Directors	\$ 129,366	\$ 12,686	\$ 142,052	\$ 145,750	97.46%	\$ 12,208	\$ 5,054	\$ 17,262	13.83%
Administration-Services	1,336,866	205,832	1,542,698	1,588,750	97.10%	238,376	95,920	334,296	13.11%
Administration-District	1,238,659	103,537	1,342,196	1,612,750	83.22%				
Engineering	1,004,281	141,543	1,145,823	1,279,250	89.57%	(3,094)	62,699	59,605	5.49%
Facilities	5,365,138	535,683	5,900,821	6,513,750	90.59%	517,544	115,901	633,445	12.03%
Operations	2,224,169	210,637	2,434,806	2,449,250	99.41%	102,529	36,964	139,492	6.08%
Finance	1,003,619	123,960	1,127,579	1,168,250	96.52%	(347,155)	27,205	(319,951)	-22.10%
Water Conservation	205,487	8,611	214,098	239,250	89.49%	(83,275)	(13,510)	(96,785)	-31.13%
Human Resources	325,624	32,543	358,166	420,350	85.21%	(28,711)	13,942	(14,768)	-3.96%
Information Technology	601,757	51,398	653,154	867,750	75.27%	(30,491)	(3,655)	(34,146)	-4.97%
Customer Care	1,084,895	118,490	1,203,384	1,386,750	86.78%	176,969	21,075	198,044	19.70%
Source of Supply-Purchased Water	1,749,050	31,015	1,780,065	1,725,000	103.19%	489,272	21,534	510,805	28.80%
Plant Expenditures	439,797	66,448	506,245	-		(280,835)	34,466	(246,369)	-32.74%
GAC Filter Media Replacement	521,064	-	521,064	934,500	55.76%	(74,980)	-	(74,980)	-12.58%
Total Cash Operating Expenses	\$ 17,229,772	\$ 1,642,381	\$ 18,872,153	\$ 20,331,350	92.82%	\$ 688,354	\$ 417,596	\$ 1,105,950	5.86%
Non-Cash Operating Expenses:									
Depreciation	\$ 4,693,103	\$ 453,556	\$ 5,146,659	\$ 7,200,000	71.48%	\$ (2,176,988)	\$ (80,698)	\$ (2,257,685)	-30.49%
OPEB Accrual Expense	1,958,602	195,860	2,154,462	2,250,000	95.75%	122,802	12,280	135,082	6.69%
Bad Debts	72,335	1,769	74,104	50,000	148.21%	53,734	(4,149)	49,585	202.23%
Service Costs Construction	79,532	8,207	87,739	125,000	70.19%	(42)	108,568	108,526	-522.07%
Capitalized Construction	(570,828)	(135,344)	(706,171)	(1,000,000)	70.62%	271,878	(24,546)	247,331	-25.94%
Total Non-Cash Operating Expenses	\$ 6,232,744	\$ 524,049	\$ 6,756,792	\$ 8,625,000	78.34%	\$ (1,728,617)	\$ 11,456	\$ (1,717,161)	-25.41%
Non-Operating Expenses:									
Interest on Long-Term Debt	\$ 1,853,655	\$ 182,301	\$ 2,035,956	\$ 2,228,000	91.38%	\$ (41,441)	\$ (4,599)	\$ (46,040)	-2.21%
Amortization of SWP	1,968,980	196,904	2,165,884	2,238,000	96.78%	240,210	24,027	264,237	13.90%
Change in Investments in PRWA	105,316	-	105,316	-		83,267	-	83,267	377.64%
Water Conservation Programs	42,078	5,235	47,313	126,500	37.40%	(155,876)	(9,339)	(165,215)	-77.74%
Total Non-Operating Expenses	\$ 3,970,029	\$ 384,440	\$ 4,354,469	\$ 4,592,500	94.82%	\$ 126,161	\$ 10,089	\$ 136,249	3.23%
Total Expenses	\$ 27,432,545	\$ 2,550,870	\$ 29,983,414	\$ 33,548,850	89.37%	\$ (914,102)	\$ 439,140	\$ (474,961)	-1.56%

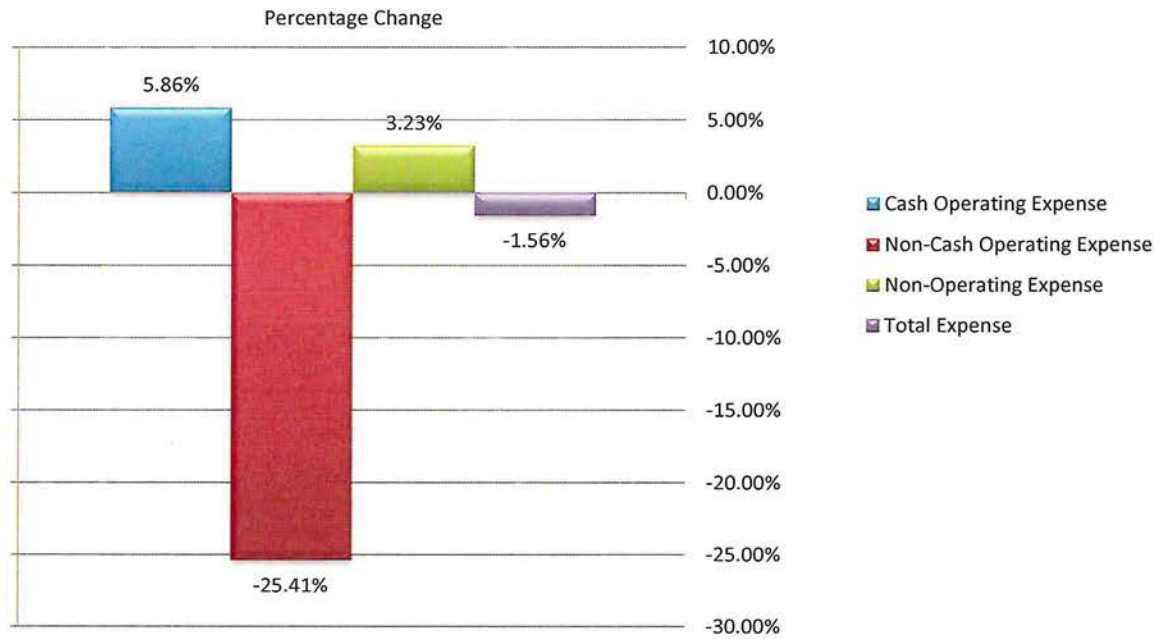
**Palmdale Water District
Operating Expense Analysis
For the Eleven Months Ending 11/30/2016**

2015 to 2016 Comparison

	2015			Adjusted	% of
	Thru October	November	Year-to-Date	Budget	Budget
Cash Operating Expenses:					
Directors	\$ 117,158	\$ 7,632	\$ 124,790	\$ 118,500	105.31%
Administration-Services	2,337,149	213,449	2,550,598	2,667,250	95.63%
Administration-District	-	-	-	-	-
Engineering	1,007,375	78,844	1,086,219	1,252,750	86.71%
Facilities	4,847,594	419,782	5,267,376	5,998,000	87.82%
Operations	2,121,641	173,673	2,295,314	2,624,000	87.47%
Finance	1,350,775	96,755	1,447,530	2,950,750	49.06%
Water Conservation	288,763	22,120	310,883	284,000	109.47%
Human Resources	354,335	18,600	372,935	326,100	114.36%
Information Technology	632,247	55,053	687,300	782,750	87.81%
Customer Care	907,926	97,414	1,005,340	-	-
Source of Supply-Purchased Water	1,764,376	9,481	1,773,857	2,400,000	73.91%
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	\$ 22,596,600	78.62%
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%
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	200,000	106.26%
Total Non-Operating Expenses	\$ 3,843,868	\$ 374,351	\$ 4,218,219	\$ 3,990,000	105.72%
Total Expenses	\$ 28,346,646	\$ 2,111,730	\$ 30,458,376	\$ 34,261,600	88.90%

EXPENSE COMPARISON YEAR-TO-DATE

November 2015-To-November 2016



Palmdale Water District
2016 Directors Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ 52,500	\$ 50,000	\$ -	\$ (2,500)	105.00%
Employee Benefits					
1-01-4005-000 Payroll Taxes	4,016	5,500		1,484	73.02%
1-01-4010-000 Health Insurance	69,596	76,250		6,654	91.27%
Subtotal (Benefits)	73,612	81,750	-	6,654	90.05%
Total Personnel Expenses	<u>\$ 126,112</u>	<u>\$ 131,750</u>	<u>\$ -</u>	<u>\$ 4,154</u>	<u>95.72%</u>
OPERATING EXPENSES:					
1-01-4050-000 Directors Travel, Seminars & Meetings	15,940	14,000		(1,940)	113.85%
Subtotal Operating Expenses	15,940	14,000	-	(1,940)	113.85%
Total O & M Expenses	<u>\$ 142,052</u>	<u>\$ 145,750</u>	<u>\$ -</u>	<u>\$ 2,214</u>	<u>97.46%</u>

**Palmdale Water District
2016 Directors Budget
For The Month Of November 2016**

	<u>2016</u>	<u>2015</u>
Personnel Budget:		
1-01-4000-000 Directors Pay	\$ 5,850	\$ 3,150
Employee Benefits		
1-01-4005-000 Payroll Taxes	448	241
1-01-4010-000 Health Insurance	6,168	4,868
Subtotal (Benefits)	<u>6,616</u>	<u>5,109</u>
Total Personnel Expenses	<u>\$ 12,466</u>	<u>\$ 8,259</u>
OPERATING EXPENSES:		
1-01-4050-000 Directors Travel, Seminars & Meetings	<u>2,651</u>	<u>30</u>
Subtotal Operating Expenses	<u>2,651</u>	<u>30</u>
Total O & M Expenses	<u>\$ 15,116</u>	<u>\$ 8,289</u>

	Directors Pay		Health Ins.	
	<u>2016</u>	<u>2015</u>	<u>2016</u>	<u>2015</u>
Alvarado	1,500	1050	1,600	1,591
Dino	1,500	1,500	1,134	1,125
Dizmang	0	0	0	0
Estes	1,050	0	1,591	1,566
Henriquez	900	0	1,257	0
Mac Laren	900	600	587	586
	<u>5,850</u>	<u>3,150</u>	<u>6,168</u>	<u>4,868</u>
	Operating			
	<u>2016</u>	<u>2015</u>		
Alvarado	0	0		
Dino	2,464	0		
Dizmang	0	0		
Estes	187	0		
Henriquez	0	0		
Mac Laren	0	30		
	<u>2,651</u>	<u>30</u>		

Palmdale Water District
2016 Administration Services Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 970,920	\$ 982,000		\$ 11,080	98.87%
1-02-4000-100 Overtime	7,020	8,250		1,230	85.09%
Subtotal (Salaries)	\$ 977,940	\$ 990,250	\$ -	\$ 12,310	98.76%
Employee Benefits					
1-02-4005-000 Payroll Taxes	\$ 64,174	\$ 74,000		9,826	86.72%
1-02-4010-000 Health Insurance	127,935	135,000		7,065	94.77%
1-02-4015-000 PERS	113,926	117,500		3,574	96.96%
Subtotal (Benefits)	\$ 306,034	\$ 326,500	\$ -	\$ 20,466	93.73%
Total Personnel Expenses	\$ 1,283,974	\$ 1,316,750	\$ -	\$ 32,776	97.51%
OPERATING EXPENSES:					
1-02-4050-100 General Manager Travel	\$ 4,722	\$ 5,000		278	94.44%
1-02-4060-100 General Manager Conferences & Seminars	2,150	4,000		1,850	53.75%
1-02-4130-000 Bank Charges	142,450	140,000		(2,450)	101.75%
1-02-4150-000 Accounting Services	25,471	27,500		2,029	92.62%
1-02-4175-000 Permits	10,332	10,000		(332)	103.32%
1-02-4180-000 Postage	11,651	27,500		15,849	42.37%
1-02-4190-100 Public Relations - Publications	29,642	35,000		5,358	84.69%
1-02-4190-900 Public Relations - Other	3,895	1,000		(2,895)	389.47%
1-02-4200-000 Advertising	3,816	4,000		184	95.41%
1-02-4205-000 Office Supplies	19,264	18,000		(1,264)	107.02%
1-02-4210-000 Office Furniture	5,333	-		(5,333)	0.00%
Subtotal Operating Expenses	\$ 258,724	\$ 272,000	\$ -	\$ 13,276	95.12%
Total Departmental Expenses	\$ 1,542,698	\$ 1,588,750	\$ -	\$ 46,052	97.10%

Palmdale Water District
2016 Administration District Wide Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 74,637	\$ 95,000		\$ 20,363	78.57%
Subtotal (Salaries)	\$ 74,637	\$ 95,000	\$ -	\$ 20,363	78.57%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	\$ 369,547	\$ 404,750		35,203	91.30%
1-02-5070-003 Workers Compensation	118,158	125,000		6,842	94.53%
1-02-5070-004 Vacation Benefit Expense	(3,280)	35,000		38,280	-9.37%
1-02-5070-005 Life Insurance	5,854	8,000		2,146	73.17%
Subtotal (Benefits)	\$ 490,279	\$ 572,750	\$ -	\$ 82,471	85.60%
Total Personnel Expenses	\$ 564,916	\$ 667,750	\$ -	\$ 102,835	84.60%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	\$ 22,507	\$ 20,000		(2,507)	112.54%
1-02-5070-007 Consultants	72,263	160,000		87,737	45.16%
1-02-5070-008 Insurance	272,205	300,000		27,795	90.74%
1-02-5070-009 Groundwater Adjudication	51,766	80,000		28,234	64.71%
1-02-5070-010 Legal Services	127,942	160,000		32,058	79.96%
1-02-5070-011 Memberships/Subscriptions	125,714	150,000		24,286	83.81%
1-02-5070-012 Elections	104,882	75,000		(29,882)	139.84%
Subtotal Operating Expenses	\$ 777,281	\$ 945,000	\$ -	\$ 167,719	82.25%
Total Departmental Expenses	\$ 1,342,196	\$ 1,612,750	\$ -	\$ 270,554	83.22%

Palmdale Water District
2016 Engineering Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 799,464	\$ 852,000		\$ 52,536	93.83%
1-03-4000-100 Overtime	5,584	6,750		1,166	82.73%
Subtotal (Salaries)	\$ 805,048	\$ 858,750		\$ 53,702	93.75%
Employee Benefits					
1-03-4005-000 Payroll Taxes	60,868	64,000		3,132	95.11%
1-03-4010-000 Health Insurance	141,272	155,000		13,728	91.14%
1-03-4015-000 PERS	92,070	101,000		8,930	91.16%
Subtotal (Benefits)	\$ 294,210	\$ 320,000	\$ -	\$ 25,790	91.94%
Total Personnel Expenses	\$ 1,099,258	\$ 1,178,750	\$ -	\$ 79,492	93.26%
OPERATING EXPENSES:					
1-03-4155-000 Contracted Services	28,491	64,000		35,509	44.52%
1-03-4165-000 Memberships/Subscriptions	3,825	2,500		(1,325)	153.00%
1-03-4250-000 General Materials & Supplies	4,541	3,000		(1,541)	151.36%
1-03-8100-100 Computer Software - Maint. & Support	9,708	31,000		21,292	31.32%
Subtotal Operating Expenses	\$ 46,565	\$ 100,500	\$ -	\$ 53,935	46.33%
Total Departmental Expenses	\$ 1,145,823	\$ 1,279,250	\$ -	\$ 133,427	89.57%

Palmdale Water District
2016 Facilities Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 1,870,292	\$ 2,083,750		\$ 213,458	89.76%
1-04-4000-100 Overtime	108,640	90,000		(18,640)	120.71%
Subtotal (Salaries)	\$ 1,978,933	\$ 2,173,750	\$ -	\$ 194,817	91.04%
Employee Benefits					
1-04-4005-000 Payroll Taxes	153,436	166,500		13,064	92.15%
1-04-4010-000 Health Insurance	407,091	444,500		37,409	91.58%
1-04-4015-000 PERS	207,894	257,500		49,606	80.74%
Subtotal (Benefits)	\$ 768,421	\$ 868,500	\$ -	\$ 100,079	88.48%
Total Personnel Expenses	\$ 2,747,353	\$ 3,042,250	\$ -	\$ 294,897	90.31%
OPERATING EXPENSES:					
1-04-4155-000 Contracted Services	\$ 479,802	\$ 488,000		\$ 8,198	98.32%
1-04-4175-000 Permits-Dams	18,301	50,000		31,699	36.60%
1-04-4215-100 Natural Gas - Wells & Boosters	149,889	225,000		75,111	66.62%
1-04-4215-200 Natural Gas - Buildings	32,997	9,000		(23,997)	366.64%
1-04-4220-100 Electricity - Wells & Boosters	1,167,273	1,480,000		312,727	78.87%
1-04-4220-200 Electricity - Buildings	66,518	88,000		21,482	75.59%
1-04-4225-000 Maint. & Repair - Vehicles	36,203	35,000		(1,203)	103.44%
1-04-4230-100 Maint. & Rep. Office Building	27,775	15,000		(12,775)	185.17%
1-04-4235-110 Maint. & Rep. Equipment	2,732	6,500		3,768	42.03%
1-04-4235-400 Maint. & Rep. Operations - Wells	76,512	75,000		(1,512)	102.02%
1-04-4235-405 Maint. & Rep. Operations - Boosters	47,305	50,000		2,695	94.61%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	12,184	10,000		(2,184)	121.84%
1-04-4235-415 Maint. & Rep. Operations - Facilities	33,394	15,000		(18,394)	222.63%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	274,679	225,000		(49,679)	122.08%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	23,134	15,000		(8,134)	154.23%
1-04-4235-430 Maint. & Rep. Operations - Palmdale Dam	1,324	7,500		6,176	17.66%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	-	10,000		10,000	0.00%
1-04-4235-440 Maint. & Rep. Operations - Large Meters	28,695	10,000		(18,695)	286.95%
1-04-4235-445 Maint. & Rep. Operations - Telemetry	2,933	4,000		1,067	73.32%
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	2,253	10,000		7,747	22.53%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	34,440	45,000		10,560	76.53%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	2,753	5,000		2,247	55.07%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges	301,606	225,000		(76,606)	134.05%
1-04-4270-300 Telecommunication - Other	5,878	4,000		(1,878)	146.94%
1-04-4300-200 Testing - Large Meters	18,598	12,500		(6,098)	148.79%
1-04-4300-300 Testing - Edison Testing	5,655	30,000		24,345	18.85%
1-04-6000-000 Waste Disposal	23,040	20,000		(3,040)	115.20%
1-04-6100-100 Fuel and Lube - Vehicle	70,968	105,000		34,032	67.59%
1-04-6100-200 Fuel and Lube - Machinery	14,092	40,000		25,908	35.23%
1-04-6200-000 Uniforms	24,253	22,500		(1,753)	107.79%
1-04-6300-100 Supplies - General	59,760	47,500		(12,260)	125.81%
1-04-6300-200 Supplies - Hypo Generators	6,094	6,500		406	93.75%
1-04-6300-300 Supplies - Electrical	774	3,000		2,226	25.79%
1-04-6300-400 Supplies - Telemetry	4,306	5,000		694	86.11%
1-04-6300-800 Supplies - Construction Materials	50,209	35,000		(15,209)	143.45%
1-04-6400-000 Tools	30,928	25,000		(5,928)	123.71%
1-04-7000-100 Leases -Equipment	15,864	12,500		(3,364)	126.91%
1-04-7000-100 Leases -Vehicles	344.76	-		(345)	
Subtotal Operating Expenses	\$ 3,153,468	\$ 3,471,500	\$ -	\$ 318,032	90.84%
Total Departmental Expenses	\$ 5,900,821	\$ 6,513,750	\$ -	\$ 612,929	90.59%

Palmdale Water District
2016 Operation Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 921,769	\$ 1,012,500		\$ 90,731	91.04%
1-05-4000-100 Overtime	59,152	56,000		(3,152)	105.63%
Subtotal (Salaries)	\$ 980,922	\$ 1,068,500	\$ -	\$ 87,578	91.80%
Employee Benefits					
1-05-4005-000 Payroll Taxes	75,330	84,500		9,170	89.15%
1-05-4010-000 Health Insurance	167,495	183,500		16,005	91.28%
1-05-4015-000 PERS	109,495	137,750		28,255	79.49%
Subtotal (Benefits)	\$ 352,319	\$ 405,750	\$ -	\$ 53,431	86.83%
Total Personnel Expenses	\$ 1,333,241	\$ 1,474,250	\$ -	\$ 141,009	90.44%
OPERATING EXPENSES:					
1-05-4155-000 Contracted Services	\$ 55,335	\$ 93,500		\$ 38,165	59.18%
1-05-4175-000 Permits	30,155	40,000		9,845	75.39%
1-05-4215-200 Natural Gas - WTP	1,039	3,000		1,961	34.63%
1-05-4220-200 Electricity - WTP	151,114	125,000		(26,114)	120.89%
1-05-4230-110 Maint. & Rep. - Office Equipment	126	500		374	25.17%
1-05-4235-110 Maint. & Rep. Operations - Equipment	14,583	11,500		(3,083)	126.81%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	14,161	6,000		(8,161)	236.02%
1-05-4235-415 Maint. & Rep. Operations - Facilities	75,054	45,000		(30,054)	166.79%
1-05-4235-450 Maint. & Rep. Operations - Hypo Generator	67,250	18,000		(49,250)	373.61%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	19,403	10,000		(9,403)	194.03%
1-05-6000-000 Waste Disposal	10,126	20,000		9,874	50.63%
1-05-6200-000 Uniforms	13,104	16,000		2,896	81.90%
1-05-6300-100 Supplies - General	16,557	15,000		(1,557)	110.38%
1-05-6300-600 Supplies - Lab	43,729	40,000		(3,729)	109.32%
1-05-6300-700 Outside Lab Work	66,290	92,000		25,710	72.05%
1-05-6400-000 Tools	4,757	6,500		1,743	73.18%
1-05-6500-000 Chemicals	518,139	400,000		(118,139)	129.53%
1-05-7000-100 Leases -Equipment	644	3,000		2,356	21.47%
3-05-4300-100 Filter Media Testing/Inspection	-	30,000		30,000	0.00%
Subtotal Operating Expenses	\$ 1,101,565	\$ 975,000	\$ -	\$ (156,565)	112.98%
Total Departmental Expenses	\$ 2,434,806	\$ 2,449,250	\$ -	\$ (15,556)	99.41%

Palmdale Water District
2016 Finance Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 620,195	\$ 670,250		\$ 50,055	92.53%
1-06-4000-100 Overtime	236	3,000		2,764	7.88%
Subtotal (Salaries)	\$ 620,432	\$ 673,250	\$ -	\$ 52,818	92.15%
Employee Benefits					
1-06-4005-000 Payroll Taxes	45,061	49,000		3,939	91.96%
1-06-4010-000 Health Insurance	84,622	83,000		(1,622)	101.95%
1-06-4015-000 PERS	77,248	87,000		9,752	88.79%
Subtotal (Benefits)	\$ 206,930	\$ 219,000	\$ -	\$ 12,070	94.49%
Total Personnel Expenses	\$ 827,362	\$ 892,250	\$ -	\$ 64,888	92.73%
OPERATING EXPENSES:					
1-06-4155-000 Contracted Services	\$ 5,720	\$ 6,000		\$ 280	95.33%
1-06-4155-100 Contracted Services - Infosend	247,364	225,000		(22,364)	109.94%
1-06-4165-000 Memberships/Subscriptions	220	500		280	44.00%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	500		500	0.00%
1-06-4250-000 General Material & Supplies	321	3,000		2,679	10.69%
1-06-4260-000 Business Forms	3,170	7,500		4,330	42.27%
1-06-4270-100 Telecommunication - Office	22,194	12,000		(10,194)	184.95%
1-06-4270-200 Telecommunication - Cellular Stipend	18,620	18,500		(120)	100.65%
1-06-7000-100 Leases - Equipment	2,609	3,000		391	86.95%
Subtotal Operating Expenses	\$ 300,217	\$ 276,000	\$ -	\$ (24,217)	108.77%
Total Departmental Expenses	\$ 1,127,579	\$ 1,168,250	\$ -	\$ 40,671	96.52%

Palmdale Water District
2016 Water Conservation Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 107,878	\$ 129,000		\$ 21,122	83.63%
1-07-4000-100 Overtime	316	1,000		684	31.56%
Subtotal (Salaries)	\$ 108,194	\$ 130,000		\$ 21,806	83.23%
Employee Benefits					
1-07-4005-000 Payroll Taxes	10,724	10,000		(724)	107.24%
1-07-4010-000 Health Insurance	34,914	38,000		3,086	91.88%
1-07-4015-000 PERS	6,967	17,250		10,283	40.39%
Subtotal (Benefits)	\$ 52,606	\$ 65,250	\$ -	\$ 12,644	80.62%
Total Personnel Expenses	\$ 160,800	\$ 195,250	\$ -	\$ 33,766	82.36%
OPERATING EXPENSES:					
1-07-4190-300 Public Relations - Landscape Workshop/Training	\$ 5,164	\$ 1,000		\$ (4,164)	516.36%
1-07-4190-400 Public Relations - Contests	-	1,000		1,000	0.00%
1-07-4190-500 Public Relations - Education Programs	299	2,500		2,201	11.96%
1-07-4190-700 Public Relations -General Media	39,672	25,000		(14,672)	158.69%
1-07-4190-900 Public Relations - Other	5,407	2,000		(3,407)	270.33%
1-07-4500-000 Drought Enforcement	714	7,500		6,786	9.52%
1-07-6300-100 Supplies - Misc.	2,043	5,000		2,957	40.86%
Subtotal Operating Expenses	\$ 53,298	\$ 44,000	\$ -	\$ (9,298)	121.13%
Total Departmental Expenses	\$ 214,098	\$ 239,250	\$ -	\$ 24,468	89.49%

Palmdale Water District
2016 Human Resources Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 106,981	\$ 116,000		9,019	92.23%
1-08-4000-100 Salaries - Overtime	4				
1-08-4000-200 Salaries - Intern Program	32,769	40,000		7,231	81.92%
Subtotal (Salaries)	\$ 139,754	\$ 156,000		\$ 16,250	89.59%
Employee Benefits					
1-08-4005-000 Payroll Taxes	10,746	15,250		4,504	70.46%
1-08-4010-000 Health Insurance	16,823	18,250		1,427	92.18%
1-08-4015-000 PERS	7,178	7,250		72	99.01%
Subtotal (Benefits)	\$ 34,747	\$ 40,750	\$ -	\$ 6,003	85.27%
Total Personnel Expenses	\$ 174,501	\$ 196,750	\$ -	\$ 22,253	88.69%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 36,864	\$ 27,500		\$ (9,364)	134.05%
1-08-4060-000 Staff Conferences & Seminars	16,017	25,000		8,983	64.07%
1-08-4070-000 Employee Expense	46,592	60,000		13,409	77.65%
1-08-4090-000 Temporary Staffing	20,572	-		(20,572)	
1-08-4095-000 Employee Recruitment	1,769	3,000		1,231	58.97%
1-08-4100-000 Employee Retention	6,570	20,000		13,430	32.85%
1-08-4105-000 Employee Relations	2,156	3,500		1,344	61.60%
1-08-4110-000 Consultants	3,797	1,000		(2,797)	379.68%
1-08-4120-100 Training-Safety	12,603	35,000		22,397	36.01%
1-08-4120-200 Training-Speciality	14,986	25,000		10,014	59.94%
1-08-4121-000 Safety Program	572	1,000		428	57.15%
1-08-4165-000 Membership/Subscriptions	714	1,600		886	44.63%
1-08-4165-100 HR/Safety Publications	93	1,000		907	9.28%
1-08-6300-500 Supplies - Safety	20,362	20,000		(362)	101.81%
Subtotal Operating Expenses	\$ 183,665	\$ 223,600	\$ -	\$ 39,935	82.14%
Total Departmental Expenses	\$ 358,166	\$ 420,350	\$ -	\$ 62,188	85.21%

Palmdale Water District
2016 Information Technology Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 196,056	\$ 225,500		\$ 29,444	86.94%
1-09-4000-100 Overtime	1,761	2,500		739	70.45%
Subtotal (Salaries)	\$ 197,817	\$ 228,000		\$ 30,183	86.76%
Employee Benefits					
1-09-4005-000 Payroll Taxes	14,625	16,000		1,375	91.41%
1-09-4010-000 Health Insurance	34,903	38,000		3,097	91.85%
1-09-4015-000 PERS	24,262	29,500		5,238	82.25%
Subtotal (Benefits)	\$ 73,790	\$ 83,500	\$ -	\$ 9,710	88.37%
Total Personnel Expenses	\$ 271,607	\$ 311,500	\$ -	\$ 39,154	87.19%
OPERATING EXPENSES:					
1-09-4155-000 Contracted Services*	\$ 97,076	\$ 121,500	\$ (11,000)	\$ 13,424	87.85%
1-09-4165-000 Memberships/Subscriptions	1,410	2,000		590	70.50%
1-09-4270-000 Telecommunications	73,657	79,250		5,593	92.94%
1-09-8000-100 Computer Equipment - Computers*	15,931	20,000	11,000	15,069	51.39%
1-09-8000-200 Computer Equipment - Laptops	14,349	16,000		1,651	89.68%
1-09-8000-300 Computer Equipment - Monitors	192	2,000		1,808	9.58%
1-09-8000-500 Computer Equipment - Toner Cartridges	350	3,000		2,650	11.65%
1-09-8000-550 Computer Equipment - Telephony	300	2,500		2,200	12.00%
1-09-8000-600 Computer Equipment - Other	17,266	40,000		22,734	43.17%
1-09-8100-100 Computer Software - Maint. and Support	35,823	60,000		24,177	59.71%
1-09-8100-140 Computer Software - Starnik	86,900	130,000		43,100	66.85%
1-09-8100-150 Computer Software - Dynamics GP Support	29,991	60,000		30,009	49.99%
1-09-8100-200 Computer Software - Software and Upgrades	8,302	20,000		11,698	41.51%
Subtotal Operating Expenses	\$ 381,547	\$ 556,250	\$ -	\$ 174,703	68.59%
Total Departmental Expenses	\$ 653,154	\$ 867,750	\$ -	\$ 213,857	75.27%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2016 Customer Care Budget
For the Eleven Months Ending Wednesday, November 30, 2016

	YTD ACTUAL 2016	ORIGINAL BUDGET 2016	ADJUSTMENTS 2016	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries	\$ 803,850	\$ 929,250		\$ 125,400	86.51%
1-10-4000-100 Overtime	5,996	10,000		4,004	59.96%
Subtotal (Salaries)	\$ 809,846	\$ 939,250	\$ -	\$ 129,404	86.22%
Employee Benefits					
1-10-4005-000 Payroll Taxes	64,019	71,500		7,481	89.54%
1-10-4010-000 Health Insurance	200,063	217,000		16,937	92.19%
1-10-4015-000 PERS	103,653	119,000		15,347	87.10%
Subtotal (Benefits)	\$ 367,734	\$ 407,500	\$ -	\$ 39,766	90.24%
Total Personnel Expenses	\$ 1,177,580	\$ 1,346,750	\$ -	\$ 169,170	87.44%
OPERATING EXPENSES:					
1-10-4155-000 Contracted Services	\$ 18,226	\$ 22,000		\$ 3,774	82.85%
1-10-4230-110 Maintenance & Repair-Office Equipment	499	500		1	99.84%
1-10-4250-000 General Material & Supplies	7,079	7,500		421	94.38%
1-10-4260-000 Business Forms	-	10,000		10,000	0.00%
Subtotal Operating Expenses	\$ 25,804	\$ 40,000	\$ -	\$ 14,196	64.51%
Total Departmental Expenses	\$ 1,203,384	\$ 1,386,750	\$ -	\$ 183,366	86.78%

2017 Capital Projects - Contractual Commitments and Needs

[illegible]

Palmdale Water District

2017 Capital Projects - Contractual Commitments and Needs

Consulting and Engineering Support

Work Order	Project Title	Project Type	Estimated Expense	Consultant	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2016	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	2017 Total
12-400	PRGRRP - CEQA, Permitting, Pre-Design, and Pilot	Water Supply		Kennedy/Jenks	\$ 1,627,000	5/12/2016	\$ 1,293,991	\$ 333,009	1,293,991	20,000	50,000	50,000	50,000	100,000	65,000							335,000
16-412	Well CT Study	Regulatory		Carollo	\$ 9,700	9/14/2016	\$ 8,245	\$ 1,455	8,245	1,455												1,455
04-501	Littlerock Sediment Removal Project (EIR/EIS/Permitting)	Water Supply		Aspen	\$ 869,023	9/14/2016	\$ 671,087	\$ 197,936	671,087	25,000	25,000	25,000	50,000	50,000	25,000							200,000
04-501	Littlerock Sediment Removal (Cost Recovery Agreement)	Permitting		Forest Service	\$ 100,000	9/28/2016	\$ -	\$ 100,000		100,000												100,000
15-403	Water Mangement Information System Database	Record Management		DCSE	\$ 12,000	10/26/2016	\$ -	\$ 12,000		12,000												12,000
14-404	Water System Master Plan - CEQA	Facilities Planning		ESA	\$ 174,715	11/9/2016	\$ -	\$ 174,715		14,715	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000				174,715
	WTP Process Evaluation (As-Needed)	Regulatory		Carollo	\$ 35,000	1/11/2017	\$ -	\$ 35,000			10,000	10,000	15,000									35,000
04-501	Littlerock Sediment Removal Project - Design	Water Supply	\$ 300,000		\$ -		\$ -	\$ -														
	Sanitary Survey Update	Regulatory	\$ 50,000		\$ -		\$ -	\$ -														
	System Valuation Study	Financial Planning	\$ 30,000		\$ -		\$ -	\$ -														
	Electrical Engineering (As-Needed)	Facilities Design	\$ 10,000		\$ -		\$ -	\$ -														
	Energy Storage - Feasibility and Pilot Study	Savings/Efficiency	\$ 50,000		\$ -		\$ -	\$ -														
	Sub-Totals:		\$ 440,000		\$ 2,827,438		\$ 1,973,323	\$ 854,115	1,973,323	173,170	105,000	105,000	135,000	170,000	110,000	20,000	20,000	20,000	0	0	0	858,170

New and Replacement Equipment

Work Order	Project Title	Project Type	Estimated Expense	Vendor/Supplier	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2016	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	2017 Total
16-413	CIS Software Replacement (Holman Capital Financed)	Replacement Equip.		TruePoint	\$ 475,000	9/14/2016	\$ 97,099	\$ 377,901	97,099		75,000		100,000		100,000		103,000					378,000
	Security Improvements @ WTP (Holman Capital Financed)	Safety	\$ 215,000				\$ -	\$ -				50,000	50,000	50,000	50,000	15,000						215,000
	Increased Data Storage to Support CMS and Growth (Holman Capital Financed)	New Equipment	\$ 98,000		\$ -		\$ -	\$ -				98,000										98,000
	IVR (Holman Capital Financed)	Replacement Equip.	\$ 16,000	PALITTO	\$ -		\$ -	\$ -					16,000									16,000
	Payment Kiosk for Customer Care Lobby (Holman Capital Financed)	Replacement Equip.	\$ 21,000	ADCOMP	\$ -		\$ -	\$ -						21,000								21,000
	LIMS - Laboratory Information Management System (Holman Capital Financed)	Replacement Equip.	\$ 48,000		\$ -		\$ -	\$ -				48,000										48,000
	Water Meter Calibration Bench	New Equipment	\$ 10,000		\$ -		\$ -	\$ -														
	Power Broom Attachment	New Equipment	\$ 9,000		\$ -		\$ -	\$ -														
	Online Forms	New Equipment	\$ 25,000		\$ -		\$ -	\$ -														
	Customer Texting / Mass Communication - Everbridge	New Equipment	\$ 30,000		\$ -		\$ -	\$ -														
	Conference Bridge - Shoretel	New Equipment	\$ 25,000		\$ -		\$ -	\$ -														
	Data Center UPS - Whole Room UPS	New Equipment	\$ 25,000		\$ -		\$ -	\$ -														
	Sub-Totals:		\$ 522,000		\$ 475,000		\$ 97,099	\$ 377,901	97,099	0	75,000	196,000	166,000	71,000	150,000	15,000	103,000	0	0	0	0	776,000

Water Quality Fee Funded Projects

Work Order	Project Title	Project Type	Estimated Expense	Vendor/Supplier	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2016	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	2017 Total
	GAC Replacements @ WTP	Water Quality	\$ 570,000	Calgon Carbon	\$ 570,000	7/9/2014	\$ -	\$ 570,000					190,000					190,000			190,000	570,000
	GAC Replacement @ Underground Booster Station	Water Quality	\$ 65,000	Evoqua	\$ -		\$ -	\$ -								65,000						65,000
	Filter Media Testing/Inspection	Water Quality	\$ 30,000	ERS	\$ -		\$ -	\$ -					30,000									30,000
	Replacement Lab Equipment - GCMS/Autosampler	Regulatory	\$ 150,000	Agilent	\$ 121,620	1/11/2017	\$ -	\$ 121,620			121,620											121,620
	Sub-Totals:		\$ 815,000		\$ 691,620		\$ -	\$ 691,620			121,620		220,000			65,000		190,000			190,000	786,620

Summary (W/O GAC)	Totals	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	2017 Total
Total Approved Contracts to Date	\$ 5,351,794													
Total Payments on Approved Contracts to Date	\$ 2,392,184													
Total Contract Balance to Date	\$ 2,959,610													
Non-Operating Capital Expenditures (Committed)	\$ 2,103,967	331,545	230,750	141,000	571,000	206,422	210,000	20,000	123,000	20,000	300,000	0	0	2,103,967
Non-Operating Capital Expenditures (Projected)	\$ 1,326,000	125,000	340,000	441,000	241,000	176,000	105,000	40,000	0	25,000	28,000	20,000	0	1,326,000
Funding Through Series 2013A WRB	\$ 381,381	-50,000	-100,000	-100,000	-100,000	-31,381								-381,381
Funding Through Holman Capital	\$ 830,000	-47,098	-75,000	-196,000	-166,000	-71,000	-150,000	-15,000	-103,000					-823,098
Funding Through 2017 Budgeted Non-Operating Capital Exp	\$ 2,225,488	359,447	395,750	286,000	546,000	280,041	165,000	45,000	20,000	45,000	328,000	20,000	0	2,225,488

Water Revenue Bond - Series 2013A

Updated: January 5, 2017

Project	Work Order	Description	Allocated Based on Bond	Contractual Commitment	Payout to Date	Grant Funds/Operating Budget	Uncommitted Bond \$
Spec. 1204	603-12	Ave. Q - Q-3, Division and Sumac	\$ 725,000	\$ 765,085	\$ 765,085	\$ -	\$ (40,085)
Spec. 1201	606-11	20th, Puerta, Sweetbriar, and 22nd St. E.	\$ 1,450,000	\$ 1,487,261	\$ 1,487,261	\$ -	\$ (37,261)
Spec. 1205	605-12	Frontier, 31st St. E., etc. between Ave. Q and Q-4	\$ 1,200,000	\$ 1,291,539	\$ 1,291,539	\$ 485,000	\$ (91,539)
Spec. 1207	607-12	10th St. E. between Ave. P and Palmdale Blvd.	\$ 1,400,000	\$ 1,327,806	\$ 1,327,806	\$ -	\$ 72,194
LRDSR	501-04	Littlerock Sediment Removal (EIR/EIS/Permits)	\$ 975,000	\$ 869,023	\$ 671,087	\$ -	\$ 105,977
LCGRRP	400-12	Littlerock Recharge and Recovery (Feasibility)	\$ 1,500,000	\$ 769,891	\$ 769,891	\$ -	\$ 730,109
UAR	TBD	Upper Amargosa Recharge (Project Capacity)	\$ 1,250,000	\$ 1,250,000	\$ 129,215	\$ 668,589	\$ -
Spec. 0905	601-09	15th St. E. between Ave. P and Ave. Q (Material)	\$ -	\$ 362,984	\$ 362,984	\$ -	\$ (362,984)
PRGRRP	501-04	Palmdale Regional Recharge and Recovery (Permits)	\$ -	\$ 1,530,000	\$ 1,293,991		\$ (1,530,000)
Totals:			\$ 8,500,000	\$ 9,653,589	\$ 8,098,860	\$ 1,153,589	\$ (1,153,589)

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

25	BV Construction - Progress Payment #12	Aug 19, 2014	12	Spec. 1201	\$ 84,386.60
25	Aspen - EIR/EIS Progress Payment	Aug 19, 2014	1116.002-12	LRDSR	\$ 11,115.51
26	BV Construction - Progress Payment #13	Sept 10, 2014	13	Spec. 1201	\$ 47,654.85
26	Aspen - EIR/EIS Progress Payment	Sept 10, 2014	1116.002-13	LRDSR	\$ 37,715.30
27	BV Construction - Progress Payment #14	Sept 29, 2014	14	Spec. 1201	\$ 122,741.90
27	PWD - Reimbursement	Sept 29, 2014	N/A	Spec. 0905	\$ 260,611.31
28	Cedro Construction - Progress Payment #1	Oct 14, 2014	1	Spec. 1207	\$ 310,752.41
28	City of Palmdale - Recharge Project	Oct 14, 2014	PWD-2014	UAR	\$ 38,402.47
29	Aspen - EIR/EIS Progress Payment	Oct 23, 2014	1116.002-14	LRDSR	\$ 56,223.72
29	Kennedy/Jenks - Progress Payment	Oct 23, 2014	87036	LCGRRP	\$ 80,732.32
30	BV Construction - Progress Payment #15	Nov 12, 2014	15	Spec. 1201	\$ 84,974.65
30	Aspen - Bio and Cultural Report	Nov 12, 2014	3277.001-01	Spec. 1205	\$ 10,608.08
30	Cedro Construction - Progress Payment #2	Nov 12, 2014	2	Spec. 1207	\$ 195,802.84
31	ANM Construction - Paving	Nov 17, 2014	011115-1	Spec. 0905	\$ 102,373.00
32	Aspen - Bio and Cultural Report	Nov 26, 2014	3277.001-02	Spec. 1205	\$ 1,147.81
32	Aspen - EIR/EIS Progress Payment	Nov 26, 2014	1116.002-15	LRDSR	\$ 76,161.79
33	Kennedy/Jenks - Progress Payment	Dec 29, 2014	88741	LCGRRP	\$ 71,831.14
33	BV Construction - Progress Payment #16 (Retention)	Dec 29, 2014	16 - Retention	Spec. 1201	\$ 74,363.05
33	Aspen - EIR/EIS Progress Payment	Dec 29, 2014	1116.002-16	LRDSR	\$ 6,136.99
34	Cedro Construction - Progress Payment #3	Jan 7, 2015	3	Spec. 1207	\$ 294,189.21
35	BV Construction - Progress Payment #1	Jan 26, 2015	1	Spec. 1205	\$ 152,445.08
35	Aspen - EIR/EIS Progress Payment	Jan 26, 2015	1116.002-17	LRDSR	\$ 13,105.63
36	Kennedy/Jenks - Progress Payment	Feb 2, 2015	89538	LCGRRP	\$ 78,066.17
37	BV Construction - Progress Payments #2 and #3	Feb 19, 2015	2 and 3	Spec. 1205	\$ 195,962.20
37	Aspen - EIR/EIS Progress Payment	Feb 19, 2015	1116.002-18	LRDSR	\$ 8,814.60
38	BV Construction - Progress Payment #4	Mar 9, 2015	4	Spec. 1205	\$ 123,500.00
38	Cedro Construction - Progress Payment #4	Mar 9, 2015	4	Spec. 1207	\$ 70,371.25
39	BV Construction - Progress Payment #5	Mar 31, 2015	5	Spec. 1205	\$ 144,210.00
39	Aspen - EIR/EIS Progress Payment	Mar 31, 2015	1116.002-19	LRDSR	\$ 12,057.52
39	Kennedy/Jenks - Progress Payment	Mar 31, 2015	90983	LCGRRP	\$ 134,407.47
40	Cedro Construction - Progress Payment #5	Apr 13, 2015	5	Spec. 1207	\$ 116,680.99
41	BV Construction - Progress Payment #6	Apr 27, 2015	6	Spec. 1205	\$ 125,003.43
41	Aspen - EIR/EIS Progress Payment	Apr 27, 2015	1116.002-20	LRDSR	\$ 7,540.62
42	Cedro Construction - Progress Payment #6	May 19, 2015	6	Spec. 1207	\$ 103,592.13
43	BV Construction - Progress Payment #7	Jun 8, 2015	7	Spec. 1205	\$ 72,296.90
43	Aspen - Native American Monitoring	Jun 8, 2015	3277.001-03	Spec. 1205	\$ 7,702.52
43	Aspen - EIR/EIS Progress Payment	Jun 8, 2015	1116.002-21	LRDSR	\$ 44,109.14
44	Aspen - EIR/EIS Progress Payment	Jun 23, 2015	1116.002-22	LRDSR	\$ 34,285.59
44	Cedro Construction - Progress Payment #7	Jun 23, 2015	7	Spec. 1207	\$ 60,299.73
45	BV Construction - Progress Payment #8	Jul 15, 2015	8	Spec. 1205	\$ 111,492.00
45	Kennedy/Jenks - Progress Payment	Jul 15, 2015	93555	LCGRRP	\$ 46,443.99
45	Kennedy/Jenks - Progress Payment	Jul 15, 2015	93556	PRGRRP	\$ 251,714.21
46	Aspen - EIR/EIS Progress Payment	Jul 21, 2015	1116.002-23	LRDSR	\$ 16,484.80
46	Aspen - Native American Monitoring	Jul 21, 2015	3277.001-04	Spec. 1205	\$ 4,152.75
46	City of Palmdale - Recharge Project	Jul 21, 2015	PWD-2015	UAR	\$ 54,977.18
47	BV Construction - Progress Payment #9	Aug 11, 2015	9	Spec. 1205	\$ 107,542.76
47	Kennedy/Jenks - Progress Payment	Aug 11, 2015	94435	PRGRRP	\$ 238,422.35
48	Aspen - EIR/EIS Progress Payment	Sept 14, 2015	1116.002-24	LRDSR	\$ 9,024.21
48	Cedro Construction - Final Payment/Retention	Sept 14, 2015	Final Retention	Spec. 1207	\$ 157,491.76
49	Aspen - EIR/EIS Progress Payment	Sept 28, 2015	1116.002-25	LRDSR	\$ 1,034.50
49	Kennedy/Jenks - Progress Payment	Sept 28, 2015	95632	PRGRRP	\$ 190,705.91
50	Aspen - Native American Monitoring	Oct. 12, 2015	3277.001-05	Spec. 1205	\$ 5,581.50
50	BV Construction - Progress Payment #10	Oct. 12, 2015	10	Spec. 1205	\$ 92,241.20
51	Aspen - Native American Monitoring	Nov. 4, 2015	3277.001-06	Spec. 1205	\$ 4,707.50

51	Kennedy/Jenks - Progress Payment	Nov. 4, 2015	96460	PRGRRP	\$ 129,704.49
52	Aspen - Native American Monitoring	Dec. 28, 2015	96461	Spec. 1205	\$ 3,013.50
52	Kennedy/Jenks - Progress Payment	Dec. 28, 2015	97775	PRGRRP	\$ 159,241.36
53	Kennedy/Jenks - Progress Payment	Jan. 21, 2016	98545	PRGRRP	\$ 67,612.54
53	Aspen - EIR/EIS Progress Payment	Jan. 21, 2016	1116.002-25 & 27	LRDSR	\$ 3,751.40
54	BV Construction - Progress Payment #11	Feb. 3, 2016	11	Spec. 1205	\$ 67,200.17
55	BV Construction - Retention Payment	Feb. 23, 2016	Retention	Spec. 1205	\$ 62,731.78
55	Kennedy/Jenks - Progress Payment	Feb. 23, 2016	99318	PRGRRP	\$ 58,537.45
56	Aspen - EIR/EIS Progress Payment	Mar. 28, 2016	1116.003-01	LRDSR	\$ 33,898.64
56	Kennedy/Jenks - Progress Payment	Mar. 28, 2016	99918	PRGRRP	\$ 57,193.72
57	Kennedy/Jenks - Progress Payment	Apr. 19, 2016	100572	PRGRRP	\$ 7,364.72
58	Aspen - EIR/EIS Progress Payment	May 23, 2016	1116.003-02	LRDSR	\$ 5,535.88
58	Kennedy/Jenks - Progress Payment	May 23, 2016	101354	PRGRRP	\$ 26,258.21
59	Aspen - EIR/EIS Progress Payment	Jun 20, 2016	1116.003-03	LRDSR	\$ 37,001.22
59	Kennedy/Jenks - Progress Payment	Jun 20, 2016	102083	PRGRRP	\$ 5,389.60
60	Aspen - EIR/EIS Progress Payment	Jul 21, 2016	1116.003-05 & 05	LRDSR	\$ 43,122.23
60	Kennedy/Jenks - Progress Payment	Jul 21, 2016	103204	PRGRRP	\$ 21,078.38
61	City of Palmdale - Recharge Project	Jul 27, 2016	PWD-2016	UAR	\$ 35,834.85
62	Aspen - EIR/EIS Progress Payment	Sept 6, 2016	1116.003-06	LRDSR	\$ 3,097.87
62	Kennedy/Jenks - Progress Payment	Sept 6, 2016	104354	PRGRRP	\$ 32,202.76
63	Kennedy/Jenks - Progress Payment	Sept 19, 2016	104792	PRGRRP	\$ 25,142.44
64	Aspen - EIR/EIS Progress Payment	Oct. 31, 2016	1116.003-07	LRDSR	\$ 4,298.50
64	Kennedy/Jenks - Progress Payment	Oct. 31, 2016	105451	PRGRRP	\$ 6,899.35
65	Aspen - EIR/EIS Progress Payment	Nov. 15, 2016	1116.003-08 1110.004-01	LRDSR	\$ 8,375.36
65	Kennedy/Jenks - Progress Payment	Nov. 15, 2016	106216	PRGRRP	\$ 13,942.29
66	Aspen - EIR/EIS Progress Payment	Jan. 2, 2017	1116.004-02 & 03	LRDSR	\$ 19,872.98
66	Kennedy/Jenks - Progress Payment	Jan. 2, 2017	107221	PRGRRP	\$ 2,581.18

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, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION
ON LEASE AGREEMENT WITH HOLMAN CAPITAL.***

Recommendation:

Staff recommends approving a lease purchase agreement with Holman Capital for the purchase of technology related capital improvements. Lease purchase amount is not to exceed \$830,000.00, five-year term at 2.78%. This item will be reviewed with the Finance Committee at their January 10, 2017 meeting.

Alternative Options:

The alternative option is to pay total cost of capital improvement projects with cash.

Impact of Taking No Action:

The impact of no action will result in a delay of technology improvement projects implementation.

Background:

The District has technology improvement needs that are part of the 2017 capital improvement budget. These projects will be implemented as cash is available for implementation. As an alternative to reducing our cash flow, the District has an opportunity to pay for these improvements through a lease over a five-year period.

The capital improvement projects are:

- Customer Information System Software \$425,000
- Laboratory Information Management System \$48,000
- Security Enhancement for WTP \$215,000
- Data Storage Upgrade \$98,000
- Interactive Voice Recognition \$16,000
- Payment Kiosk \$21,000

January 5, 2017

The lease purchase will include a documentation fee of \$7,000, for a total package of \$830,000. The interest rate is 2.78%, and the District will make semi-annual payments.

The funding for the various projects will be placed in an interest bearing escrow account and drawn upon as progress on the various projects are complete.

If approved, the District will need to execute an Installment Purchase Agreement, Authorizing Resolution, General Certification of the District, Arbitrage Certification, Escrow Agreement, and Assignment Agreement.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 4, Financial Health & Stability.

Budget:

This will reduce the impact on cash operating expense under Plant Expenditures by \$425,000 and increase Non-Operating expense by \$89,476, which is the first installment payment due in July, 2017. In addition, this will make available cash for investment in other capital projects.

Supporting Documents:

- Lease purchasing documents from Holman Capital

INDEX TO CLOSING DOCUMENTS

**\$830,000.00 2017 INSTALLMENT PURCHASE AGREEMENT
FINANCING THE TECHNOLOGY REPLACEMENT PROJECT
ISSUED BY THE PALMDALE WATER DISTRICT TO
HOLMAN CAPITAL CORPORATION**

Loan Documents:

Tab A:	Exhibit A-1 – 2017 Installment Purchase Agreement;
Tab B:	Exhibit B-1 – Authorizing Resolution of the Palmdale Water District;
Tab C:	Exhibit C-1 – General Certificate of the District;
Tab D:	Exhibit D-1 – Tax Agreement and Arbitrage Certificate;
Tab E:	Exhibit E-1 – Opinion of Issuer’s Counsel;
Tab F:	Exhibit F-1 – Form 8038-G;
Tab G:	Exhibit G-1 – Intentionally Omitted;
Tab H:	Exhibit H-1 – Closing Memorandum;
Tab I:	Exhibit I-1 – Insurance Certificate
Tab J:	Exhibit J-1 – Escrow Agreement, together with related exhibits

Assignment Documents (Lender and Investor Only):

Tab K:	Assignment Agreement with Schedule A thereto.
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HOLMAN CAPITAL CORPORATION

TAB A:

INSTALLMENT PURCHASE AGREEMENT

between

Palmdale Water District

and

HOLMAN CAPITAL CORPORATION

Dated January 18, 2017

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INSTALLMENT PURCHASE AGREEMENT

This INSTALLMENT PURCHASE AGREEMENT, dated January 18, 2017, between the Palmdale Water District, a public utility district of the State of California (the “District”), and HOLMAN CAPITAL CORPORATION, a corporation duly organized and existing under the laws of the State of Delaware (the “Corporation”), (each individually a “Party” and collectively the “Parties”). There are no other parties to this Installment Purchase Agreement.

W I T N E S S E T H:

WHEREAS, the District owns and operates an enterprise comprising property and facilities necessary to provide domestic water service within the District (the “Water System”);

WHEREAS, the District has determined to undertake the acquisition, construction, equipping, and furnishing of certain improvements to its facilities (collectively, the “2017 Project”) as more particularly described in Exhibit A, attached hereto and by this reference incorporated herein;

WHEREAS, the District and the Corporation are entering into this Installment Purchase Agreement, pursuant to which the Corporation will finance the acquisition of the 2017 Project and sell it to the District upon the terms and conditions set forth herein;

WHEREAS, the District and the Corporation have duly authorized the execution of this Installment Purchase Agreement;

WHEREAS, all acts, conditions and things required by law to exist, to have happened and to have been performed precedent to and in connection with the execution and delivery of this Installment Purchase Agreement do exist, have happened and have been performed in regular and due time, form and manner as required by law, and the Parties hereto are now duly authorized to execute and enter into this Installment Purchase Agreement;

NOW, THEREFORE, in consideration of these promises and of the mutual agreements and covenants contained herein and for other valuable consideration, the Parties hereto do hereby agree as follows:

ARTICLE I DEFINITIONS AND OTHER PROVISIONS OF GENERAL APPLICABILITY

Section 1.1. Definitions. Unless the context otherwise requires, the terms defined in this section shall for all purposes hereof and of any amendment hereof or supplement hereto and of any report or other document mentioned herein or therein have the meanings defined herein, the following definitions to be equally applicable to both the singular and plural forms of any of the terms defined herein.

Accountant’s Report means a report, in such form and containing such substance as is reasonably required the Corporation, the Assignee or any successors and/or assigns thereof, signed by an Independent Certified Public Accountant that is reasonably acceptable to the Corporation, the Assignee or any successors and/or assigns thereof.

Assignee means Signature Public Funding Corp, as assignee of the Corporation’s interests hereunder, and its successors and assigns.

Assignment Agreement means the Assignment Agreement dated January 18, 2017, between the Corporation and the Assignee.

Board President means the President of the Board of Directors of the District, or any other person designated by the Board President to act on behalf of the Board President.

Corporation means Holman Capital Corporation, a corporation duly organized and existing under and by virtue of the laws of the State of Delaware, and any successor and/or assigns thereof.

District means the Palmdale Water District, a public utility district of the state of California, which is a body corporate and politic and a political subdivision duly organized and existing under and by virtue of the laws of the State of California.

Effective Interest Rate means the rate of interest per annum specified in Exhibit B.

Engineer's Report means a report, in such form and containing such substance as is reasonably required the Corporation, the Assignee or any successors and/or assigns thereof, signed by an Independent Engineer.

Escrow Agreement means the Escrow Agreement dated January 18, 2017, between the District, the Corporation and Signature Bank, as escrow agent.

Escrow Fund means the fund by that name established pursuant to the Escrow Agreement.

Event of Default means an event described in Section 8.1.

Fiscal Year means the period beginning on July 1 of each year and ending on June 30 of each year, or any other twelve-month period selected and designated as the official Fiscal Year of the District.

Funding Date means January 18, 2017.

Independent Certified Public Accountant means any certified public accountant or firm of such accountants duly licensed and entitled to practice and practicing as such under the laws of the State of California, appointed and paid by the District, and who, or each of whom:

- (1) is in fact independent according to the Statement of Auditing Standards No. 1 and not under the domination of the District;
- (2) does not have a substantial financial interest, direct or indirect, in the operations of the District; and
- (3) is not connected with the District as a member, officer or employee of the District, but who may be regularly retained to audit the accounting records of and make reports thereon to the District.

Independent Engineer means a registered engineer or firm of registered engineers reasonably acceptable to the Corporation, the Assignee or any successors and/or assigns thereof and generally recognized to be well-qualified in engineering matters relating to water systems, appointed and paid by the District, and who:

- (1) is in fact independent and not under the domination of the District or any member thereof;

(2) does not have a substantial financial interest, direct or indirect, in the operations of the District; and

(3) is not connected with the District as an officer or employee of the District or any member thereof, but who may be regularly retained to make reports to the District.

Installment Payment Dates mean twice annually, on the eighteenth (18th) day of each January, and on the eighteenth (18th) day of each July, commencing July 18, 2017.

2017 Installment Payments means the installment payments of interest and principal scheduled to be paid by the District under and pursuant to this Installment Purchase Agreement.

Installment Purchase Agreement means this Installment Purchase Agreement dated January 18, 2017, between the District and the Corporation, as originally executed and as it may from time to time be amended or supplemented in accordance herewith.

Manager means the General Manager of the District, or any other person designated by the General Manager to act on behalf of the General Manager.

Net Proceeds means, when used with respect to any casualty insurance or condemnation award, the proceeds from such insurance or condemnation award remaining after payment of all expenses (including attorneys' fees) incurred in the collection of such proceeds.

Net Water Revenues means, for any Fiscal Year, the income, rents, rates, fees, charges, taxes and other moneys generated by the District, less operating and maintenance expenses.

Operation and Maintenance Costs means all expenses and costs of management, operation, maintenance and repair of the Water System and all incidental costs, fees and expenses properly chargeable to the Water System (but excluding debt service or other similar payments on Parity Debt or other obligations and depreciation and obsolescence charges or reserves therefor and amortization of intangibles and inter-fund transfers or other bookkeeping entries of a similar nature).

Parity Debt means the payments made pursuant to any other indebtedness or other obligations (including leases and installment sale agreements), currently outstanding or hereafter issued or incurred, which are payable from and secured by a pledge of and lien on Net Water Revenues equally and ratably with the 2017 Installment Payments.

Purchase Price means the principal amount plus interest thereon owed by the District to the Corporation under the terms hereof as provided in Section 3.3.

Resolution means the resolution adopted by the District's Board of Directors on January 11, 2017, approving this Installment Purchase Agreement, approving the financing, and approving related documents.

Water Revenues means all gross income and revenue received by the District from the ownership and operation of the Water System, including, without limiting the generality of the foregoing,

(1) all income, rents, rates, fees, charges or other moneys derived from the Water Service;

(2) the earnings on and income derived from the investment of such income, rents, rates, fees, charges or other moneys to the extent that the use of such earnings and income is limited by or pursuant to the law to the Water System; and

(3) the proceeds derived by the District directly or indirectly from the sale, lease or other disposition of a part of the Water System; and

(4) but excluding customers' deposits or any other deposits subject to refund until such deposits have become the property of the District.

Water Service means the water furnished, made available, or provided by the Water System.

Water System means the whole and each and every part of the water supply, treatment, and delivery system owned and operated by the District, including all additions, betterments, extensions and improvements to the Water System or any part thereof hereafter acquired or constructed.

Section 1.2. Benefits of Installment Purchase Agreement Limited to Parties. Nothing contained herein, expressed or implied, is intended to give to any person other than the District or the Corporation any right, remedy or claim under or pursuant hereto, and any agreement or covenant required herein to be performed by or on behalf of the District or the Corporation shall be for the sole and exclusive benefit of the other Parties.

Section 1.3. Successor Is Deemed Included in all References to Predecessor. Whenever either the District or the Corporation is named or referred to herein, such reference shall be deemed to include the successor to the powers, duties and functions that are presently vested in the District or the Corporation, and all agreements and covenants required hereby to be performed by or on behalf of the District or the Corporation shall bind and inure to the benefit of the respective successors thereof whether so expressed or not.

Section 1.4. Waiver of Personal Liability. No director, officer or employee of the District shall be individually or personally liable for the payment of the 2017 Installment Payments, but nothing contained herein shall relieve any director, officer or employee of the District from the performance of any official duty provided by any applicable provisions of law or hereby.

Section 1.5. Article and Section Headings, Gender and References. The headings or titles of the several articles and sections hereof and the table of contents appended hereto shall be solely for convenience of reference and shall not affect the meaning, construction or effect hereof, and words of any gender shall be deemed and construed to include all genders. All references herein to "Articles," "Sections" and other subdivisions or clauses are to the corresponding articles, sections, subdivisions or clauses hereof; and the words "hereby," "herein," "hereof," "hereto," "herewith" and other words of similar import refer to the Installment Purchase Agreement as a whole and not to any particular article, section, subdivision or clause hereof.

Section 1.6. Partial Invalidity. If any one or more of the agreements or covenants or portions thereof required hereby to be performed by or on the part of the District or the Corporation shall be contrary to law, then such agreement or agreements, such covenant or covenants or such portions thereof shall be null and void and shall be deemed separable from the remaining agreements and covenants or portions thereof and shall in no way affect the validity hereof. The District and the Corporation hereby declare that they would have executed this Installment Purchase Agreement, and each and every other article, section, paragraph, subdivision, sentence, clause and phrase hereof irrespective of the fact that any one or more articles, sections, paragraphs, subdivisions, sentences, clauses or phrases hereof or the application thereof to any person or circumstance may be held to be unconstitutional, unenforceable or invalid.

Section 1.7. California Law. This Installment Purchase Agreement shall be construed and governed in accordance with the laws of the State of California.

Section 1.8. Notices. All written notices to be given hereunder shall be given by mail to the Party entitled thereto at its address set forth below, or at such other address as such Party may provide to the other Party in writing from time to time, namely:

If to the District: Palmdale Water District
 2029 East Avenue Q
 Palmdale, CA 93550
 Attention: General Manager

If to the Corporation: Holman Capital Corporation
 25201 Paseo de Alicia, Suite 290
 Laguna Hills, CA 92653
 Attention: Lance S. Holman

If to the Assignee: Signature Public Funding Corp
 600 Washington Avenue, Suite 305
 Towson, MD 21204
 Attention: Donald Keough

Section 1.9. Execution in Counterparts. This Installment Purchase Agreement may be executed in several counterparts, each of which shall be deemed an original, and all of which shall constitute but one and the same instrument.

ARTICLE II

REPRESENTATIONS BY THE DISTRICT AND THE CORPORATION

Section 2.1. Representations by the District. The District makes the following representations:

- (a) The District is a duly organized and existing public utility district under and pursuant to the laws of the State of California, and is a political subdivision and body corporate and politic of the State of California;
- (b) The District has full legal right, power and authority to enter into this Installment Purchase Agreement and to carry out its obligations hereunder;
- (c) With the exception of the pledge of the Net Water Revenues hereunder and any pledge made with respect to Parity Debt, the Net Water Revenues have not otherwise been pledged and there are no other liens against the Net Water Revenues;
- (d) The District is not currently, and has not been at any time, in default under any long-term debt obligations;
- (e) The District's audited financial statements for the period ended December 31, 2015, present fairly the financial condition of the District and the Water System as of the date thereof and the results of operation for the period covered thereby. Except as has been disclosed to the Assignee, there has been no change in the financial condition of the District or the Water System since December 31, 2015, that will in the reasonable opinion of the District materially impair its ability to perform its obligations under this Installment Purchase Agreement. All information provided by the District to the Assignee with respect to the financial performance of the Water System is accurate in all material respects as of its respective date and does not omit any information necessary to make the information

provided not misleading. However, Corporation and Assignee are advised that rates for public services, such as water and sewer service, are subject to certain legal restrictions in the State of California, including but not limited to Propositions 218 and 26 which require that majority protest and other procedures and limitations be followed.

- (f) As currently conducted, the District's activities with respect to the Water System are in all material respects, to the District's best knowledge, in compliance with all applicable laws, administrative regulations of the State and of the United States and any agency or instrumentality of either, and any judgment or decree to which the District is subject; and
- (g) By proper action, the District has duly authorized the execution, delivery and due performance of this Installment Purchase Agreement.

Section 2.2. Representations by the Corporation. The Corporation makes the following representations and warranties:

- (a) The Corporation is a corporation duly organized and existing under the laws of the State of Delaware.
- (b) The Corporation has full legal right, power and authority to enter into this Installment Purchase Agreement and to carry out its obligations hereunder.
- (c) By proper action, the Corporation has duly authorized the execution, delivery and due performance of this Installment Purchase Agreement.

ARTICLE III ACQUISITION OF THE 2017 PROJECT; PURCHASE OF THE 2017 PROJECT; 2017 INSTALLMENT PAYMENTS

Section 3.1. Acquisition of the 2017 Project. (a) Funding. To fund the acquisition of the 2017 Project and associated financing costs, the Corporation hereby agrees to cause to be deposited or paid the following amounts:

- (a) Project Cost: \$823,000.00 deposited into the Escrow Fund for the acquisition costs associated with the 2017 Project, and
- (b) Costs of Issuance: \$7,000.00 deposited in the Escrow Fund to pay costs associated with the delivery of this Installment Purchase Agreement, and

(b) Acquisition Process. The Corporation hereby agrees to cause the 2017 Project to be acquired by the District as its agent. The District shall enter into contracts and provide for, as agent for the Corporation, the complete acquisition of the 2017 Project. The District hereby agrees that it will cause the acquisition of the 2017 Project to be diligently performed, and that it will use its best efforts to cause the acquisition of the 2017 Project to be completed within three years from the date of execution of this Installment Purchase Agreement, unforeseeable events or delays beyond the reasonable control of the District excepted. It is hereby expressly understood and agreed that the Corporation shall be under no liability of any kind whatsoever for the payment of any cost of the 2017 Project and that all such costs and expenses shall be paid by the District, regardless of whether the amount deposited in the Escrow Fund is sufficient to pay all such costs and expenses associated with the 2017 Project.

(c) Changes to the 2017 Project. The District may delete capital facilities that are portions of the 2017 Project described in Exhibit A hereto and substitute other facilities therefor, provided that the following conditions are met:

(i) the District provides written notice to the Corporation of the capital facilities of the 2017 Project to be deleted and substituted, which notice shall include a statement that the estimated cost of acquisition of any substituted capital facilities are not less than such costs for the capital facilities deleted; and

(ii) the District shall deliver an opinion of bond counsel at its sole cost and expense to the effect that the substitution will not adversely affect the exclusion by the recipients of the 2017 Installment Payments of the interest portion thereof from gross income for federal income tax purposes.

(d) Title. All right, title, and interest in each component of the 2017 Project shall vest in the District immediately upon acquisition or construction thereof. Such vesting shall occur automatically without further action by the Corporation or the District, but the Corporation shall, if requested by the District or if necessary to assure vesting of title to each component of the 2017 Project in the District, deliver any documents required to assure vesting of title to each component of the 2017 Project in the District at the District's sole cost and expense.

Section 3.2. Purchase of the 2017 Project. The Corporation hereby transfers its interest in and title to the 2017 Project to the District, and the District hereby purchases the 2017 Project from the Corporation at the Purchase Price set forth in Section 3.3 (Purchase Price) herein.

Section 3.3. Purchase Price. (a) Aggregate Purchase Price. The Purchase Price to be paid by the District is the sum of the aggregate principal amount of the District's obligations hereunder plus the interest to accrue on the unpaid balance of such principal amount from the effective date hereof over the term hereof, subject to prepayment as provided in Article IV (Prepayment of 2017 Installment Payments) herein.

(b) Principal Component. The principal amount of the 2017 Installment Payments to be made by the District hereunder is Eight Hundred Thirty Thousand Dollars (\$830,000.00), including the Seven Thousand Dollar (\$7,000.00) cost of issuance deposit.

(c) Interest Component. The interest to accrue on the unpaid balance of such principal amount of 2017 Installment Payments is set forth in Exhibit B hereto. The interest components of the 2017 Installment Payments are paid as, and constitute, interest on the principal amount of the District's obligations hereunder.

Section 3.4. 2017 Installment Payments. The District shall, subject to any rights of prepayment provided in Article IV (Prepayment of 2017 Installment Payments) herein, pay the Purchase Price in 2017 Installment Payments, which comprise principal and interest components, in immediately available funds, on the dates and in the amounts set forth in Exhibit B.

Each 2017 Installment Payment shall be paid to the Assignee, as assignee of the Corporation pursuant to the Assignment Agreement, in lawful money of the United States of America by check or wire transfer of immediately available funds. If the District fails to make any of the payments required to be made by it under this section, such payment shall continue as an obligation of the District until such amount shall have been fully paid, and the District agrees to pay the same plus interest thereon at the Effective Interest Rate or, if applicable, Default Rate.

Section 3.5. Obligation to Pay. (a) Obligation Limited to Net Water Revenues. Notwithstanding any other provisions contained herein, the obligation of the District to make the 2017 Installment Payments is a special obligation of the District payable solely from Net Water Revenues and does not constitute an

unconstitutional or illegal debt of the District or any indebtedness of the State of California or of any political subdivision thereof within the meaning of any constitutional or statutory debt limitation or restriction.

The District shall not be required to advance any moneys derived from any source of income other than the Net Water Revenues for the payment of the 2017 Installment Payments or for the performance of any agreements or covenants required to be performed by it contained herein. The District may, however, advance moneys for any such purpose so long as such moneys are derived from a source legally available for such purpose and may be legally used by the District for such purpose.

(b) Obligation Otherwise Unconditional. The obligation of the District to make the 2017 Installment Payments from the Net Water Revenues is absolute and unconditional; and, until such time as the Purchase Price shall have been paid in full (or provision for the payment thereof shall have been made pursuant to Article 5 (Discharge of Obligations) herein), the District will not abate, discontinue, or suspend any 2017 Installment Payments required to be made by it under this Installment Purchase Agreement when due, whether or not the 2017 Project or any part thereof is operating or operable or has been completed, or its use is suspended, interfered with, reduced or curtailed or terminated in whole or in part, whether by reason of material damage to, material destruction of, taking under the power of eminent domain (or sale to any entity threatening the use of such power), material title defect, or other reason. The 2017 Installment Payments shall not be subject to reduction whether by offset or otherwise and shall not be conditional upon the performance or nonperformance by any party of any agreement for any cause whatsoever.

Section 3.6. Net Contract. The Installment Purchase Agreement shall be deemed and construed to be a net contract, and the District shall pay absolutely during the term hereof the 2017 Installment Payments and all other payments required hereunder, free of any deductions and without any abatement, diminution, counterclaims, or set-off whatsoever.

Section 3.7. Late Payments. Whenever any rental payment or other amount payable to Corporation by District hereunder is not paid within ten (10) days after such due date, District agrees to pay Corporation a late charge on the delinquent amount at the "Default Rate," which is one percent (1%) per month, or the maximum amount permitted under applicable law, whichever is less. Such amount(s) shall be payable solely from legally available funds in addition to all amounts payable by District as a result of the exercise of any of the remedies herein provided.

ARTICLE IV

PREPAYMENT OF 2017 INSTALLMENT PAYMENTS

Section 4.1. Prepayment. (a) The District may or shall, as the case may be, prepay principal components of the unpaid 2017 Installment Payments as a whole or in part (such that the remaining 2017 Installment Payments after such partial prepayment are substantially equal) on any date from Net Proceeds as provided herein at a prepayment price equal to the sum of 103% of the principal components prepaid plus accrued interest thereon to the date of prepayment.

(b) Optional Prepayment. On any Installment Payment Date on or after July 18, 2017, the District may prepay its obligations hereunder in whole, but not in part, by paying to the Corporation the 2017 Installment Payment due on such date together with the amount shown as the "Purchase Option Price" for such date on Exhibit B, plus the amount of any 2017 Installment Payments then in default, together with all past due amounts, additional interest, and late charges (if any).

Section 4.2. Notice of Prepayment. Before making any prepayment pursuant to Article 4 (Prepayment of 2017 Installment Payments) herein, the District shall give written notice to the Corporation not less than thirty (30) calendar days prior to the date of prepayment, or such shorter time as is consented to by the Corporation.

ARTICLE V DISCHARGE OF OBLIGATIONS

Section 5.1. Discharge of Obligations. (a) Payment of All 2017 Installment Payments. If the District shall pay or cause to be paid all the 2017 Installment Payments at the times and in the manner provided herein and also pay or cause to be paid all other sums payable hereunder by the District, then the right, title, and interest of the Corporation herein shall cease, terminate, become void, and be completely discharged and satisfied. Notwithstanding the satisfaction and discharge of this Installment Purchase Agreement, the covenants of the District to preserve the exclusion of the interest component of the 2017 Installment Payments from gross income for federal income tax purposes contained in Section 7.10 (Tax Covenant) shall survive.

(b) Prepayment Escrow. All or any portion of unpaid 2017 Installment Payments shall, prior to their scheduled payment dates, be deemed to have been paid within the meaning and with the effect expressed in subsection (a) of this Section 5.1 (except that the District shall remain liable for the 2017 Installment Payments, but only out of the money or securities deposited as described below for their payment), if there shall have been irrevocably deposited with an escrow agent or other fiduciary sufficient moneys and securities guaranteed by the full faith and credit of the United States the principal of and interest on which when due will provide money sufficient to pay such 2017 Installment Payments when due or prepay such 2017 Installment Payments in accordance with Section 4.1(b) (Optional Prepayment) herein.

ARTICLE VI SECURITY

Section 6.1. Pledge of Net Water Revenues & Lien on Escrow Fund. The District hereby irrevocably pledges and covenants to make available sufficient amounts of the Net Water Revenues to the payment of the 2017 Installment Payments. This pledge of Net Water Revenues shall constitute a first priority lien on and pledge of the Net Water Revenues for the payment of the 2017 Installment Payments and any Parity Debt. Additionally, the District hereby irrevocably grants to Corporation a first priority and perfected lien and security interest in not only the 2017 Project and the 2017 Project Proceeds in the Escrow Fund. The District hereby authorizes the Assignee to prepare and file such UCC financing statements and other such documents to perfect, establish and maintain the valid first priority lien and perfected security interest granted herein.

Section 6.2. Additional Debt. (a) No Superior Obligations. The District does not currently have and shall not issue or incur any additional or future obligations secured by a pledge of Water Revenues or Net Water Revenues that is superior to the Parity Debt and pledge securing the 2017 Installment Payments, without the prior written consent of the Corporation and Assignee.

(b) Additional Parity Debt. The District shall not incur additional Parity Debt unless:

(1) the District is not in default under the terms of this Installment Purchase Agreement, and

(2) the Net Water Revenues for the latest Fiscal Year or any more recent 12-month period selected by the District ending not more than 60 days prior to the adoption of the resolution approving the instrument pursuant to which such proposed Parity Debt is to be issued or incurred,

plus, at the option of the District, the additional allowance described below, shall have amounted to at least 1.25 times the sum of the amount of the 2017 Installment Payments becoming due and payable in the current or future Fiscal Year in which that amount is at its maximum and the maximum annual debt service on all Parity Debt outstanding immediately subsequent to the incurring of such additional obligations, as evidenced by a calculation prepared by a qualified Accounting firm that is reasonably acceptable to the Corporation, the Assignee or any successors and/or assigns thereof.

Subject to the prior written consent of the Corporation, which shall not be unreasonably withheld or delayed, either or both of the following items may be added to Net Water Revenues by the District for the purpose of applying the restriction in Subsection (b)(2) above:

(1) An allowance for revenues from any additions to or improvements or extensions of the Water System to be constructed with the proceeds of such additional obligations, and also for net revenues from any such additions, improvements or extensions, but that, during all or any part of such Fiscal Year, were not in service, all in an amount equal to 100% of the estimated additional average annual Net Water Revenues to be derived from such additions, improvements and extensions for the first 36-month period following closing of the proposed Parity Debt, all as shown by the certificate or opinion of a qualified independent consultant employed by the District and reasonably acceptable to the Corporation, the Assignee or any successors and/or assigns thereof; and/or

(2) An allowance for earnings arising from any increase in the charges made for service from the Water System that has become effective prior to the incurring of such additional obligations but that, during all or any part of such Fiscal Year, was not in effect, in an amount equal to 100% of the amount by which the Net Water Revenues would have been increased if such increase in charges had been in effect during the whole of such Fiscal Year and any period prior to the incurring of such additional obligations, as shown by the certificate or opinion of an Independent Engineer that is reasonably acceptable to the Corporation, the Assignee or any successors and/or assigns thereof.

(c) Refundings. The District may incur obligations secured by the Net Water Revenues to discharge or defease any Parity Debt, if the District either meets the requirements of subsection (b) above or an Accountant's Report is filed with the Corporation, the Assignee or any successors and/or assigns thereof to the effect that the Debt Service for each future Fiscal Year following such discharge or defeasance shall be less than or equal to the Debt Service for that Fiscal Year if such discharge or defeasance did not occur.

(d) Subordinate Obligations. The District may incur obligations secured by the Net Water Revenues on a junior or subordinate basis, if the District meets the requirements of subsection (b) above but reducing the coverage ratio required therein from 1.25 to 1.00.

ARTICLE VII COVENANTS OF THE DISTRICT

Section 7.1. Compliance with Installment Purchase Agreement and Resolution. The District will punctually pay the 2017 Installment Payments in strict conformity with the terms hereof, and will faithfully observe and perform all the agreements, conditions, covenants and terms contained herein required to be observed and performed by it, and will not terminate the Installment Purchase Agreement for any cause. The District will faithfully observe and perform all the agreements, conditions, covenants and terms contained in the Resolution resolved therein to be observed and performed by it.

Section 7.2. Compliance with Law and Contracts; Preservation of Rights. The District will faithfully comply with, keep, observe, and perform all valid and lawful obligations or regulations now or hereafter imposed on its operation of the Water System by contract, or prescribed by any law of the United States of America or of the State of California, or by any officer, board, or commission having jurisdiction or control, as a condition of the continued enjoyment of each and every franchise, right, or privilege now owned or hereafter acquired by it, including its right to exist and carry on its business, to the end that such franchises, rights, and privileges shall be maintained and preserved and shall not become abandoned, forfeited, or in any manner impaired.

Section 7.3. Against Sale or Other Disposition of Property. The District will not sell, lease, encumber, or otherwise dispose of the Water System, the 2017 Project, or any part thereof, or interest therein essential to the proper operation of the Water System or to the maintenance of the Water Revenues. The District will not enter into any agreement or lease that impairs the operation of the Water System or any part thereof necessary to secure adequate Water Revenues for the payment of the 2017 Installment Payments or that would otherwise impair the rights of the Corporation with respect to the Water Revenues or the operation of the Water System. The District may sell or otherwise dispose of any real or personal property that has become nonoperative or that is not needed for the efficient and proper operation of the Water System or any material or equipment that has become worn out.

Section 7.4. Operation and Maintenance of the Water System. The District will maintain and preserve the Water System in good repair and working order at all times and will operate the Water System in an efficient and economical manner and will pay all Operation and Maintenance Costs of the Water System as they become due and payable. The District will not suspend operations of Water System so long as any 2017 Installment Payments or any other payment or performance obligations hereunder remain outstanding.

Section 7.5. Payment of Claims. The District will pay and discharge any and all lawful claims for labor, materials or supplies that, if unpaid, might become a lien on the Water Revenues or any part thereof or on any funds in the hands of the District prior or superior to the lien of the 2017 Installment Payments or that might impair the security of the 2017 Installment Payments.

Section 7.6. Insurance; Application of Net Proceeds.

(a) Casualty and Liability Insurance. The District will procure and maintain or cause to be procured and maintained property and casualty as well as liability insurance on the Water System with responsible insurers in such amounts and against such risks (including accident to or destruction of the Water System) as are usually covered in connection with water systems similar to the Water System so long as such insurance is available from reputable insurance companies. In the event of any damage to or destruction of the Water System caused by the perils covered by such insurance, the Net Proceeds thereof shall be applied to the reconstruction, repair, or replacement of the damaged or destroyed portion of the Water System. The District shall begin such reconstruction, repair, or replacement promptly after such damage or destruction shall occur; shall continue and properly complete such reconstruction, repair, or replacement as expeditiously as possible; and shall pay out of such Net Proceeds all costs and expenses in connection with such reconstruction, repair, or replacement so that the same shall be completed and the Water System shall be free and clear of all claims and liens. If such Net Proceeds exceed the costs of such reconstruction, repair, or replacement, then the excess Net Proceeds may be applied in part to the prepayment of 2017 Installment Payments as provided in Article 4 (Prepayment of 2017 Installment Payments) and in part to such other fund or account as may be appropriate and used for the retirement of Parity Debt. If such Net Proceeds are sufficient to enable the District to retire the entire obligation evidenced hereby prior to the final due date of the 2017 Installment Payments as well as the entire obligations evidenced by Parity Debt Contracts then remaining unpaid prior to their final respective due dates, the District may elect not to

reconstruct, repair, or replace the damaged or destroyed portion of the Water System, and thereupon such Net Proceeds shall be applied to the prepayment of 2017 Installment Payments as provided in Article 4 (Prepayment of 2017 Installment Payments) and to the retirement of such Parity Debt.

(b) Other Insurance. The District will procure and maintain such other insurance that it deems advisable or necessary to protect its interests and the interests of the Corporation, which insurance shall afford protection in such amounts and against such risks as are usually covered in connection with Water systems similar to the Water System.

(c) Self-Insurance. Subject to the prior approval of the Corporation, the Assignee or any successors and/or assigns thereof (which shall not be unreasonably withheld or delayed), any insurance required to be maintained pursuant to paragraph (a) above and any insurance maintained pursuant to paragraph (b) above will be maintained under a self-insurance or pooled risk program so long as such self-insurance or pooled risk program is maintained in an actuarially sound manner and in such amounts and commercially prudent manner usually maintained in connection with water systems similar to the Water System. For avoidance of doubt, the Corporation and Assignee have agreed that the California Joint Powers Insurance Authority is an acceptable program of insurance.

(d) Insurance Requirements. Each insurance policy shall, at a minimum, name Assignee and/or its assigns as an additional insured party (with respect to liability coverage) and loss payee (with respect to property and casualty coverage which shall not be less than the Purchase Option Price or 103% of the then outstanding principal balance) regardless of any breach of warranty or other act or omission of District and shall include a lender's loss payable endorsement for the benefit of Assignee and/or its successors and/or assigns. All policies of insurance required to be maintained herein shall provide that the Assignee shall be given thirty (30) days' written notice of any intended cancellation thereof or reduction of coverage provided thereby. Commensurate with the delivery, installation and completion of the 2017 Project or portion thereof, the District shall deposit with Assignee evidence of such insurance and, prior to the expiration thereof, shall provide Assignee evidence of all renewals or replacements thereof.

Section 7.7. Eminent Domain Proceeds. If all or any part of the Water System shall be taken by eminent domain proceedings, the Net Proceeds thereof shall be applied as follows:

(a) If (1) the District obtains and files with the Corporation an Engineer's Report or Accountant's Report showing (i) the estimated loss of annual Net Water Revenues, if any, suffered or to be suffered by the District by reason of such eminent domain proceedings, (ii) a general description of the additions, betterments, extensions, or improvements to the Water System proposed to be acquired and constructed by the District from such Net Proceeds, and (iii) an estimate of the additional annual Net Water Revenues to be derived from such additions, betterments, extensions, or improvements, and (2) the District, on the basis of such Engineer's Report or Accountant's Report filed with the District, determines that the estimated additional annual Net Water Revenues will sufficiently offset the estimated loss of annual Net Water Revenues resulting from such eminent domain proceedings so that the ability of the District to meet its obligations hereunder will not be substantially impaired (which determination shall be final and conclusive) then the District shall promptly proceed with the acquisition and construction of such additions, betterments, extensions, or improvements substantially in accordance with such Engineer's Report or Accountant's Report and such Net Proceeds shall be applied for the payment of the costs of such acquisition and construction, and any balance of such Net Proceeds not required by the District for such purpose shall be deposited in the District's water enterprise fund.

(b) If (1) the District obtains and files with the Authority an Engineer's Report or Accountant's Report containing an estimate of annual Net Water Revenues after the taking by

eminent domain and (2) the District, on the basis of such Engineer's Report or Accountant's Report, determines that Net Water Revenues will equal at least one hundred twenty-five per cent (125%) of the 2017 Installment Payments and debt service on all Parity Debt outstanding for each Fiscal Year in which 2017 Installment Payments are due, then the District may use such Net Proceeds for any lawful purpose.

(c) If the conditions of neither of the foregoing subsections are met, then such Net Proceeds shall be applied in part to the prepayment of 2017 Installment Payments as provided in Article IV (Prepayment of 2017 Installment Payments) and in part to such other fund or account as may be appropriate and used for the retirement of Parity Debt in the same proportion as the aggregate unpaid principal balance of 2017 Installment Payments then bears to the aggregate unpaid principal amount of such Parity Debt. For avoidance of doubt, any prepayment triggered under this Section 7.7 may be in whole or in part, with partial prepayments being made in the pro rata portion of the Purchase Option Price.

Section 7.8. Rates, Fees and Charges.

(a) The District covenants that it shall prescribe, revise and collect such charges for the Water Service that, after allowances for contingencies and error in the estimates, shall produce Water Revenues sufficient in each Fiscal Year to provide Net Water Revenues equal to at least 125% of the sum of (1) the 2017 Installment Payments becoming due and payable in such Fiscal Year, and (2) all debt service and any additional payments required with respect to Parity Debt for such Fiscal Year.

(b) The District will have in effect, at all times, rules and regulations requiring each customer located on any premises connected with the Water System to pay the rates, fees and charges applicable to the Water Service to such premises and providing for the billing thereof and for a due date and a delinquency date for each bill. The District will not permit any part of the Water System or any facility thereof to be used or taken advantage of free of charge by any corporation, firm or person, or by any public agency (including the United States of America, the State of California and any city, county, district, political subdivision, public corporation or agency of any thereof); provided, that the District may without charge use the Water Service.

(c) The District covenants and agrees to raise water rates (subject to the legal restrictions and requirements incumbent thereon) and take other legally available steps necessary to not only cover operating expenses, capital expenditures, and maintenance expenses, but also to faithfully and punctually pay and perform all of its obligations under this Installment Purchase Agreement, including, without limitation, meeting all debt service, rate and other financial covenants contained herein.

Section 7.9. Protection of Security and Rights of the Corporation. The District will preserve and protect the security hereof and the rights of the Corporation to the 2017 Installment Payments hereunder and will warrant and defend such rights against all claims and demands of all persons.

Section 7.10. Tax Covenant. The District shall at all times do and perform all acts and things permitted by law (and not permit any omissions required under applicable laws) that are necessary and desirable in order to assure that interest paid with respect to the 2017 Installment Payments will be excluded from gross income for federal income tax purposes and shall take no action that would result in such interest not being so excluded. District agrees to (a) execute and deliver to Corporation, upon Corporation's request, a tax certificate and agreement in form and content acceptable to Corporation and District, relating to the establishment and maintenance of the excludability from gross income of the interest component of the installment payments hereunder for federal income tax purposes; (b) complete and file in a timely manner an information reporting return as required by the Internal Revenue Code of 1986 (as from time to time

amended, the “Code”); and (c) make any arbitrage, yield, or rebate payments (if applicable) to the federal government if required by, and in accordance with, Section 148(f) of the Code , and make the determinations and maintain the records required by the Code. For avoidance of doubt, the covenants, representations and warranties of the District in the Tax and Arbitrage Certificate related hereto are incorporated by reference herein.

The District represents that it does not have on hand any property, including cash and securities, that is legally required or otherwise restricted (no matter where held or the source thereof) to be used directly or indirectly to purchase the 2017 Project. The District has not and will not establish any funds or accounts (no matter where held or the source thereof) the use of which is legally required or otherwise restricted to pay directly or indirectly 2017 Installment Payments hereunder. The District further certifies that, so long as any installment payments hereunder remain unpaid, moneys on deposit in the Escrow Fund will not be used in a manner that will cause this Installment Purchase Agreement to be classified as an “arbitrage bond” within the meaning of Section 148(a) of the Code.

Should the interest or other income attributable to the 2017 Installment Payments be included in the gross income of the Corporation, its Assignee, or any subsequent assignee hereunder, the District agrees to pay promptly after any such determination of taxability and on each rental payment date thereafter to Corporation, its Assignee, or any assignee thereof an additional amount determined by Corporation, its Assignee, or any assignee thereof to compensate such owner or owners for the loss of such excludability (including without limitation, compensation relating to interest expense, penalties or additions to tax), which determination shall be conclusive (absent manifest error). The covenants and agreements in this Section 7.10 will survive the payment in full of the 2017 Installment Payments.

Section 7.11. Indemnification of the Corporation. The District shall, to the full extent then permitted by law, indemnify, protect, hold harmless, save, and keep harmless the Corporation, the Assignee, and their respective directors, officers, and employees from and against any and all liability, obligations, losses, claims, and damages whatsoever, and expenses in connection therewith, including, without limitation, counsel fees and expenses, penalties and interest, arising out of or as the result of the actions or omissions of District related to entering into of this Installment Purchase Agreement or any other agreement entered into in connection herewith or therewith, the design or ownership of the 2017 Project, the ordering, acquisition, use, operation, condition, purchase, delivery, rejection, storage, or return of any part of the 2017 Project, or any accident in connection with the operation, use, condition, possession, storage, or return of any item of the 2017 Project resulting in damage to property or injury to or death to any person including, without limitation, any claim alleging latent and other defects, whether or not discoverable by the District or the Corporation; any claim for patent, trademark, or copyright infringement; and any claim arising out of strict liability in tort. Notwithstanding the forgoing, this indemnification and hold harmless shall not include any liability arising out of or resulting from the gross negligence, willful misconduct, or fraudulent or bad faith acts of the Corporation, the Assignee, or their respective directors, officers, employees, or agents. The indemnification arising under this section shall continue in full force and effect notwithstanding the full payment of all obligations under this Installment Purchase Agreement or the termination of the term of this Installment Purchase Agreement for any reason. The District, the Assignee and the Corporation mutually agree to promptly give notice to each other of any claim against or liability hereby indemnified hereunder following actual notice thereof.

Section 7.12. Additional Information. The District agrees to furnish to the Assignee (i) the audited financial statements of the District within six (6) months of the end of the Fiscal Year, or as soon as practicable thereafter, together with a certificate that the District is in compliance with the covenants contained herein, and (ii) promptly, from time to time, but no more than one (1) time per quarter, such information regarding the operations, financial condition and property of the District and the Water System as the Assignee may reasonably request. Any audited financial statements furnished to the Assignee shall

be prepared in accordance with generally accepted accounting principles, consistently applied, and shall fairly present the District's financial condition as of the date of the statements.

Section 7.13. Further Assurances. The District will adopt, deliver, execute and make any and all further assurances, instruments and resolutions as may be reasonably necessary or proper to carry out the intention or to facilitate the performance hereof and for the better assuring and confirming unto the Corporation of the rights and benefits provided to it herein.

Section 7.14. Opinion of District's Attorney. The District will cause to be delivered an opinion of the District's Attorney dated the Funding Date and addressed to the Corporation and the Assignee in substantially for the form attached hereto as Tab E.

ARTICLE VIII EVENTS OF DEFAULT AND REMEDIES OF THE CORPORATION

Section 8.1. Events of Default and Remedies. (a) Events of Default. The following shall be Events of Default hereunder:

(1) Failure by the District to pay any 2017 Installment Payment or debt service on any Parity Debt at the time specified herein.

(2) Failure by the District to observe and perform any covenant, condition or agreement on its part contained herein or in agreement or instrument pursuant to which Parity Debt is issued, other than in clause (1) of this subsection, for a period of thirty (30) days after written notice specifying such failure and requesting that it be remedied has been given to the District by the Corporation; provided, however, that the Corporation and the District may agree that action by the District to cure such failure may be extended beyond such thirty-day period.

(3) Any violation of any applicable rule, regulation, law, statute or ordinance applicable to the District or the Water System or the Parity Debt that could lead to a breach under subsections (1) and/or (2) and that are not cured in accordance with subsections (1) and/or (2).

(4) The filing of a petition in bankruptcy by or against District, or failure by the District to promptly to lift any execution, garnishment or attachment of such consequence as would impair the ability of District to carry on its functions or assignment by District for the benefit of creditors, or the entry by District into an agreement of composition with creditors, or the approval by a court of competent jurisdiction of any adjustment of indebtedness of District, or the dissolution or liquidation of District.

(b) Remedies on Default. Whenever any Event of Default shall have happened and be continuing, the Corporation shall have the right, at its option and with or without terminating this 2017 Installment Agreement, to:

(1) declare the entire principal amount of the unpaid 2017 Installment Payments and the accrued interest thereon to be accelerated and immediately due and payable, whereupon the same shall immediately become due and payable; and/or

(2) for the account of the District, incur and pay reasonable expenses for repair, maintenance, and operation of the Water System and such other reasonable expenses as may be necessary to cure the cause of default; and/or

(3) repossess any or all of the 2017 Project by giving the District written notice and instructions to deliver the 2017 Project (or any portion thereof) to the Corporation or to discontinue use of and purge any portion thereof which cannot be physically redelivered; or in the event the District fails to do so within ten (10) days after receipt of such notice, the Corporation may enter upon District's premises where the 2017 Project is kept and take possession of such 2017 Project and purge any portions that cannot be redelivered and charge Lessee for all actual and reasonable accrued costs incurred, including reasonable attorneys' fees. The District hereby expressly waives any damages occasioned by such repossession except those resulting from Corporation's gross negligence or willful misconduct. If the 2017 Project or any portion has been destroyed or cannot be purged or redelivered, the District shall pay the applicable Purchase Option Price of such portion of the 2017 Project as set forth in Exhibit B, but solely from Net Revenues or other legally available or other funds designated for such purposes. (e.g. insurance proceeds, warranty payments, self-insurance, reserve or sinking funds, etc.).

(4) take all actions and pursue all other rights and remedies that Corporation may have, at law or in equity, including, without limitation, seeking a mandamus, requesting specific performance, or taking action to enjoin the District from taking any action not permitted or contradictory to the express terms, conditions and requirements hereunder.

Section 8.2. Application of Funds Upon Acceleration or Exercise. Upon the date of the declaration of a default as provided in Section 8.1, all Water Revenues thereafter received by the District shall be applied in the following order:

First, to the payment, without preference or priority, and in the event of any insufficiency of such Water Revenues ratably without any discrimination or preference, of the fees, costs and expenses of the Corporation if any, in carrying out the provisions of this article, including reasonable compensation to their respective accountants and counsel;

Second, to the payment of the Operation and Maintenance Costs; and

Third, to the payment of the the applicable Purchase Option Price and the unpaid principal amount of any other obligations secured by the Net Water Revenues and the accrued interest thereon, with interest on the overdue installments at the Default Rate or other rates of interest applicable to the 2017 Installment Payments and such other obligations.

Section 8.3. Other Remedies of the Corporation. The Corporation shall have the right:

(a) by mandamus or other action or proceeding or suit at law or in equity to enforce its rights against the District, and to compel the District to carry out its duties under the agreements and covenants required to be performed by it contained herein;

(b) by suit in equity to enjoin any acts or things that are unlawful or violate the rights of the Corporation; or

(c) by suit in equity upon the happening of an Event of Default to require the District and its board members, officers and employees to account as the trustee of an express trust.

Section 8.4. Non-Waiver. Nothing in this article or in any other provision hereof shall affect or impair the obligation of the District, which is absolute and unconditional, to pay the 2017 Installment Payments to the Corporation at the respective due dates or upon prepayment, or shall affect or impair the right of the Corporation, which is also absolute and unconditional, to institute suit to enforce such payment by virtue of the contract embodied herein.

A waiver of any default or breach of duty or contract by the Corporation shall not affect any subsequent default or breach of duty or contract or impair any rights or remedies on any such subsequent default or breach of duty or contract. No delay or omission by the Corporation to exercise any right or remedy accruing upon any default or breach of duty or contract shall impair any such right or remedy or shall be construed to be a waiver of any such default or breach of duty or contract or an acquiescence therein, and every right or remedy conferred upon the Corporation by the Law or by this article may be enforced and exercised from time to time and as often as shall be deemed expedient by the Corporation.

If any action, proceeding or suit to enforce any right or exercise any remedy is abandoned or determined adversely to the Corporation, the District and the Corporation shall be restored to their former positions, rights and remedies as if such action, proceeding or suit had not been brought or taken.

Section 8.5. Remedies Not Exclusive. No remedy herein conferred upon or reserved to the Corporation is intended to be exclusive of any other remedy, and each such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing in law or in equity or by statute or otherwise and may be exercised without exhausting and without regard to any other remedy conferred by the law.

ARTICLE IX ASSIGNMENT; AMENDMENTS

Section 9.1. Assignment.

(a) The District hereby consents to the assignment by the Corporation of its rights under this Installment Purchase Agreement to the Assignee, which rights are evidenced by the Assignment Agreement. The District will not assign its duties and obligations under this Installment Purchase Agreement without the prior written consent of the Corporation, the Assignee, or any permitted assignee thereof, and such assignment by the District will be subject to the holder's then existing credit underwriting criteria and require an opinion from a nationally recognized tax or bond counsel that such transfer or assignment will not cause the interest paid with respect to the 2017 Installment Payments to be included in the gross income calculations of the Corporation, Assignee, or any assignee thereof for federal income tax purposes.

(b) The Assignee may further assign its right, title and interest in this Installment Purchase Agreement, the 2017 Installment Payments and other amounts due hereunder in whole to one or more assignees or subassignees at any time, without the consent of the District. Upon such assignment the assignee of such assignment shall be entitled to all rights of the Assignee set forth herein and shall be entitled to all notices required to be sent to the Assignee pursuant to this Installment Purchase Agreement. The District shall cooperate with the Assignee either now or hereafter by acknowledging any agreement relating thereto which in no way will alter or affect the terms and conditions of this Installment Purchase Agreement and the assignment of this Installment Purchase Agreement by the Assignee. No such assignment shall be effective as against the District unless and until the entity or person making the assignment shall have filed with the District written notice thereof. During the term of this Installment Purchase Agreement, the District shall keep a record of all such notices of assignment and shall make

payments to the assignee. Subject always to the foregoing, this Installment Purchase Agreement inures to the benefit of, and is binding upon the successors and assigns of the Parties hereto.

Section 9.2. Amendments Permitted.

(a) This Installment Purchase Agreement and the rights and obligations of the Corporation and the District and of the Assignee may be modified or amended at any time but only with the written consent of the District and Assignee. No such modification or amendment shall (1) extend the payment dates for the 2017 Installment Payments or reduce the amounts thereof without the consent of the District and the Assignee, or (2) modify any of the rights or obligations of the Corporation or the Assignee (as applicable) without its written consent thereto.

(b) This Installment Purchase Agreement and the rights and obligations of the Corporation and the District and of the Assignee may also be modified or amended at any time, with the consent of the Assignee and the District, but only to the extent permitted by law and only for any one or more of the following purposes:

(1) to add to the covenants and agreements of the Corporation or the District contained in this Installment Purchase Agreement other covenants and agreements thereafter to be observed or to surrender any right or power herein reserved to or conferred upon the Corporation or the District, and that shall not adversely affect the interests of the Assignee;

(2) to cure, correct or supplement any ambiguous or defective provision contained in this Installment Purchase Agreement or in regard to questions arising under this Installment Purchase Agreement, as the Corporation or the District may deem necessary or desirable and that shall not adversely affect the interests of the Assignee; and

(3) to make such other amendments or modifications as may be in the best interests of the Assignee.

[Signature Page Follows]

IN WITNESS WHEREOF, the Parties hereto have executed this Installment Purchase Agreement by their officers thereunto duly authorized as of the day and year first written above.

PALMDALE WATER DISTRICT

HOLMAN CAPITAL CORPORATION

By: _____
Name: Dennis LaMoreaux
Title: General Manager

By: _____
Name: Lance Holman
Title: President & CEO

[Signature Page to Installment Purchase Agreement]

EXHIBIT A

DESCRIPTION OF THE 2017 PROJECT

The District would like to upgrade its existing software, hardware and security system. The new software will enable the District to improve customer billing, track water quality records and meet future growth. The project will also increase the District's data storage capacity and its security system at the water treatment facility. Additionally, the District will be purchasing a self-service payment kiosk and an Interactive Voice Response system that will eliminate the need for human interactions for payment. A more detailed breakdown is as follows:

Description	Vendor	Total Cost	% of Total
Customer Information System	TruePoint Solutions	\$ 425,000.00	51.64%
Laboratory Information Management System	Promium LLC	\$ 48,000.00	5.83%
Security Enhancement System	Siemens	\$ 215,000.00	26.12%
Data Storage Upgrade	Tredent Data Systems	\$ 98,000.00	11.91%
Interactive Voice Recognition	Palitto Consulting Services	\$ 16,000.00	1.94%
Payment Kiosk	AdComp Systems Group	\$ 21,000.00	2.55%
Total Project Cost		\$ 823,000.00	100.00%
Holman Capital Documentation Fee		\$ 7,000.00	0.85%
Net Financing Amount		\$ 830,000.00	100.85%

EXHIBIT B
2017 INSTALLMENT PAYMENTS

2017 Installment Payment No.	2017 Installment Payment Date	2017 Installment Payment	Amount Attributable to Interest	Amount Attributable to Principal	Purchase Option Price
0	01/18/2017				
1	07/18/2017	\$ 89,476.70	\$ 11,537.00	\$77,939.70	\$774,622.11
2	01/18/2018	\$ 89,476.70	\$ 10,453.64	\$79,023.06	\$693,228.36
3	07/18/2018	\$ 89,476.70	\$ 9,355.22	\$80,121.48	\$610,703.23
4	01/18/2019	\$ 89,476.70	\$ 8,241.53	\$81,235.17	\$527,031.01
5	07/18/2019	\$ 89,476.70	\$ 7,112.36	\$82,364.34	\$442,195.74
6	01/18/2020	\$ 89,476.70	\$ 5,967.50	\$83,509.20	\$356,181.26
7	07/18/2020	\$ 89,476.70	\$ 4,806.72	\$84,669.98	\$268,971.18
8	01/18/2021	\$ 89,476.70	\$ 3,629.81	\$85,846.89	\$180,548.89
9	07/18/2021	\$ 89,476.70	\$ 2,436.53	\$87,040.17	\$90,897.51
10	01/18/2022	\$ 89,476.70	\$ 1,226.69	\$88,250.01	\$-
Grand Totals		\$ 894,767.00	\$ 64,767.00	\$ 830,000.00	

Effective Interest Rate: 2.78%

TAB B:

Form of Resolution Provided by District, Bond Counsel or Holman.

TAB C:

GENERAL CERTIFICATE

2017 Installment Purchase Agreement Financing the
Technology Replacement Project
in the
Aggregate Principal Amount of \$830,000.00

The undersigned is the General Manager of the Palmdale Water District (the “Issuer”), certifies as follows:

I

I am the duly appointed General Manager and as such am familiar with its books and corporate records.

II

The District is a duly created and validly existing public utility district, which constitutes a political subdivision of the State of California vested with the rights and powers conferred upon public utility districts by the laws of California.

III

A duly noticed meeting of the Board was duly called and held on January 11, 2017. At such meeting, the Board held a public hearing, duly noticed, for the issuance of certain indebtedness. Attached hereto as Exhibit A is a certificate of the public hearing notice, with its dates of publication. Following the public hearing, the Board considered a resolution for the issuance of certain indebtedness and attached hereto as Exhibit B is a true and complete copy of a resolution dated January 11, 2017 adopted by a majority of the members of the Board present and voting during such meeting (the “Resolution”) relating to such matters. A summary of the members present or absent at such meeting, and the recorded vote with respect to the Resolution, is included therewith. The Resolution constitutes the only ordinance or resolution adopted by the Board relating to the matters referred to therein. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on the date hereof.

III

Except as otherwise been disclosed to the Purchaser, no litigation or other proceedings are pending or, to our knowledge, threatened against the Issuer in any court or other tribunal of competent jurisdiction, State or Federal, in any way (i) restraining or enjoining the issuance, sale, execution or delivery of the IPA, or (ii) questioning or affecting the validity of the IPA or the Resolution, or (iii) questioning or affecting the validity of any of the proceedings for the authorization, sale, execution, issuance or delivery of the IPA

IV

All other representations and warranties of the Issuer in the Resolution are correct as of the date

hereof.

V

There has been no material adverse change in the financial condition of the Issuer since the copies of its financials were last published following the Fiscal Year ending June 30, 2015.

VI

The following is a correct list of the names of the members of the Issuer's Board of Directors and of the date of expiration of their respective terms of office:

<u>NAME</u>	<u>TITLE</u>	<u>ENDING DATE OF CURRENT TERM</u>

Each of the persons named above has qualified for office by taking the oath, if any, required by law on or before the day on which his or her term of office began.

VII

I have been the **General Manager** of the Issuer since **MM-DD-YY**.

VIII

The Issuer has complied with all agreements and has satisfied all conditions on its part to be observed or satisfied under the Resolution and as required by applicable law.

IX

The Resolution has been duly adopted and has not been repealed, revoked, rescinded or altered in any manner.

X

The Issuer is not in default, and has not been in default at any time as to principal of and interest on any of its indebtedness.

XI

The IPA is signed with the manual signatures of the (Authorized Representative) of the Issuer, and the foregoing specimen is his genuine and correct signature:

_____.

XII

Issuer agrees: (a) that it has not been and it will continue to ensure that it will not be, listed on the Specially Designated Nationals and Blocked Person List maintained by the Office of Foreign Assets Control, Department of Treasury, and/or any other similar lists maintained by the Office of Foreign Assets Control; (b) that it will comply with the USA Patriot Act, and international trade control and anti-money laundering laws, as applicable; and (c) that it will not be a person designated under Section 1(b), (c), or (d) of Executive Order No. 13224 (9/23/01) or under any related enabling legislation or any other similar Executive Orders. Issuer also agrees to comply with all Bank Secrecy Act laws, regulations and governmentally imposed guidelines on or in connection with Bank Secrecy Act compliance, and on the prevention and detection of money laundering violations.

IN WITNESS WHEREOF, I hereby certify attest to the foregoing information as of this 18th day of January, 2017.

Dennis LaMoreaux
General Manager

Attest:

Matthew Knudson, Assistant General Manager

TAB D:

TAX AND ARBITRAGE CERTIFICATE

2017 Installment Purchase Agreement Financing the
Technology Replacement Project
in the
Aggregate Principal Amount of \$830,000.00

The undersigned is the General Manager of the Palmdale Water District (the "Issuer"), being duly charged, with others, with the responsibility for issuing the Issuer's \$830,000.00 2017 Installment Purchase Agreement (Financing the 2017 Project), the ("IPA"), HEREBY CERTIFY, pursuant to Section 148 of the Internal Revenue Code of 1986, as amended (the "Code") and Sections 1 148-0 through 1 148-11 of the Income Tax Regulations (the "Regulations"), as follows:

Section 1. In General.

1.1. This Certificate is executed for the purpose of establishing the reasonable expectations of Issuer as to future events regarding the financing of the 2017 Project to be acquired by Purchaser and sold to Issuer pursuant to and in accordance with the IPA (together with all related documents executed pursuant thereto and contemporaneously herewith, the "Financing Documents"). As described in the Financing Documents, Purchaser shall apply **\$830,000.00** (the "Principal Amount") toward the acquisition of the 2017 Project (\$823,000.00) and closing costs (\$7,000.00), and Issuer shall make Installment Payments under the terms and conditions as set forth in the Financing Documents.

1.2. The individual executing this Certificate on behalf of Issuer is an officer of Issuer delegated with the responsibility of reviewing and executing the Financing Documents, pursuant to the resolution or other official action of Issuer adopted with respect to the Financing Documents, a copy of which has been delivered to Purchaser.

1.3. The Financing Documents are being entered into for the purpose of providing funds for financing the cost of acquiring, equipping and installing the 2017 Project which is essential to the governmental functions of Issuer. The Principal Amount will be deposited in escrow by Purchaser on the date of issuance of the Financing Documents and held by Signature Bank, as escrow agent (the "Escrow Agent") pending acquisition of the Equipment under the terms of that certain Escrow Agreement dated as of January 18, 2017 (the "Escrow Agreement"), by and between Purchaser and Escrow Agent.

1.4 Issuer will timely file an 8038-G relating to the IPA with the Internal Revenue Service in accordance with Section 149(e) of the Internal Revenue Code of 1986, as amended (the "Code").

Section 2. Non-Arbitrage Certifications.

2.1. The Rental Payments due under the Financing Documents will be made with monies retained in Issuer's general operating fund (or an account or subaccount therein). No sinking, debt service, reserve or similar fund or account will be created or maintained for the payment of the Rental Payments due under the Financing Documents or pledged as security therefor.

2.2. There have been and will be issued no obligations by or on behalf of Issuer that would be deemed to be (i) issued or sold within fifteen (15) days before or after the date of issuance of the Financing Documents, (ii) issued or sold pursuant to a common plan of financing with the Financing Documents and (iii) paid out of substantially the same source of funds as, or deemed to have substantially the same claim to be paid out of substantially the same source of funds as, the Financing Documents.

2.3. Issuer does not and will not have on hand any funds that are or will be restricted, segregated, legally required or otherwise intended to be used, directly or indirectly, as a substitute, replacement or separate source of financing for the 2017 Project.

2.4. No portion of the Principal Amount is being used by Issuer to acquire investments which produce a yield materially higher than the yield realized by Purchaser from Rental Payments received under the Financing Documents.

2.5. The Principal Amount does not exceed the amount necessary for the governmental purpose for which the Financing Documents were entered into. Such funds are expected to be needed and fully expended for payment of the costs of acquiring, equipping and installing the 2017 Project.

2.6. Issuer does not expect to convey, sublease or otherwise dispose of the 2017 Project, in whole or in part, at a date which is earlier than the final maturity or payment date under the Financing Documents.

Section 3. Disbursement of Funds; Reimbursement to Issuer.

3.1 It is contemplated that the entire Principal Amount will be used to pay the acquisition cost of 2017 Projects to the vendors or manufacturers thereof or for any financial advisory or closing costs, provided that, if applicable, a portion of the principal amount may be paid to Issuer as reimbursement for acquisition cost payments already made by it so long as the conditions set forth in Section 3.2 below are satisfied.

3.2. Issuer shall not request that it be reimbursed for 2017 Project acquisition cost payments already made by it unless each of the following conditions have been satisfied:

(a) Issuer adopted a resolution or otherwise declared its official intent in accordance with Treasury Regulation § 1.150-2 (the “Declaration of Official Intent”), wherein Issuer expressed its intent to be reimbursed from the proceeds of a borrowing for all or a portion of the cost of the 2017 Project, which expenditure was paid to the vendor not earlier than sixty (60) days before Issuer adopted the Declaration of Official Intent;

(b) The reimbursement being requested will be made by a written allocation before the later of eighteen (18) months after the expenditure was paid or eighteen (18) months after the items of 2017 Project to which such payment relates were placed in service;

(c) The entire payment with respect to which reimbursement is being sought is a capital expenditure, being a cost of a type properly chargeable to a capital account under general federal income tax principles; and

(d) Issuer will use any reimbursement payment for general operating expenses and not in a manner which could be construed as an artifice or device under Treasury Regulation § 1.148-10 to avoid, in whole or in part, arbitrage yield restrictions or arbitrage rebate requirements.

Section 4. Use and Investment of Funds; Temporary Period.

4.1. Issuer has incurred or will incur, within six (6) months from the date of issuance of the Financing Documents, binding obligations to pay an amount equal to at least five percent (5%) of the Principal Amount toward the costs of the 2017 Project. An obligation is not binding if it is subject to contingencies within Issuer’s control. The ordering and acceptance of the items of 2017 Project will proceed with due diligence to the date of final acceptance of the 2017 Project.

4.2. An amount equal to at least eighty-five percent (85%) of the Principal Amount will be expended to pay the cost of the 2017 Project by the end of the three-year period commencing on the date of this Certificate. No portion of the Principal Amount will be used to acquire investments that do not carry out the governmental purpose of the Financing Documents and that have a substantially guaranteed yield of four (4) years or more.

4.3. (a) Issuer covenants and agrees that it will rebate an amount equal to excess earnings on the Principal Amount deposited under the Escrow Agreement to the Internal Revenue Service if required by, and in accordance with, Section 148(f) of the Code, and make the annual determinations and maintain the records required by and otherwise comply with the regulations applicable thereto. Issuer reasonably expects to cause the 2017 Project to be acquired by June 18, 2018.

(b) Issuer will provide evidence to Purchaser that the rebate amount has been calculated and paid to the Internal Revenue Service in accordance with Section 148(f) of the Code unless (i) the entire Principal Amount is expended on the 2017 Project by the date that is the six-month anniversary of the Financing Documents or (ii) the Principal Amount is expended on the 2017 Project in accordance with the following schedule: At least fifteen percent (15%) of the Principal Amount and interest earnings thereon will be applied to the cost of the 2017 Project within six months from the date of issuance of the Financing Documents; at least sixty percent (60%) of the Principal Amount and interest earnings thereon will be applied to the cost of the 2017 Project within 12 months from the date of issuance of the Financing Documents; and one hundred percent (100%) of the Principal Amount and interest earnings thereon will be applied to the cost of the 2017 Project prior to eighteen (18) months from the date of issuance of the Financing Documents.

(c) Issuer hereby covenants that (i) Issuer is a governmental unit with general tax powers; (ii) the IPA is not a "private activity bond" under Section 141 of the Code; (iii) at least ninety-five percent (95%) of the Principal Amount is used for the governmental activities of Issuer. Accordingly, the rebate requirements of Section 148(f) of the Code are treated as being met, in lieu of the spending exceptions set forth in paragraph (b) above.

Section 5. Escrow Account.

The Financing Documents provide that the monies deposited in escrow shall be invested until payments to the vendor(s) or manufacturer(s) of the 2017 Project are due. Issuer will ensure that such investment will not result in Issuer's obligations under the Financing Documents being treated as an "arbitrage bond" within the meaning of Section 148(a) of the Internal Revenue Code of 1986, as amended (the "Code"), respectively. Any monies which are earned from the investment of these funds shall be labeled as interest earned. All such monies will be disbursed on or promptly after the date that Issuer accepts the 2017 Project. Issuer acknowledges that the provisions of Sections 2 and 4 herein are particularly applicable when the Principal Amount is funded into an Escrow Fund subject to the Escrow Agreement.

Section 6. No Private Use; No Consumer Loan.

6.1. Issuer will not exceed the private use restrictions set forth in Section 141 of the Code. Specifically, Issuer will not permit more than 10% of the Principal Amount to be used for a Private Business Use (as defined herein) if, in addition, the payment of more than ten percent (10%) of the Principal Amount plus interest earned thereon is, directly or indirectly, secured by (i) any interest in property used or to be used for a Private Business Use or (ii) any interest in payments in respect of such property or derived from any payment in respect of property or borrowed money used or to be used for a Private Business Use.

6.2 In addition, if both (A) more than five percent (5%) of the Principal Amount is used as described above with respect to Private Business Use and (B) more than five percent (5%) of the Principal Amount plus interest earned thereon is secured by Private Business Use property or payments as described above, then the excess over such five percent (5%) (the "Excess Private Use Portion") will be used for a Private Business Use related to the governmental use of the 2017 Project. Any such Excess Private Use Portion of the Principal Amount will not exceed the portion of the Principal Amount used for the governmental use of the particular project to which such Excess Private Use Portion is related. For purposes of this paragraph 6.3, "Private Business Use" means use of bond proceeds or bond financed-property directly or indirectly in a trade or business carried on by a natural person or in any activity carried on by a person

other than a natural person, excluding, however, use by a state or local governmental unit and excluding use as a member of the general public.

6.4. No part of the Principal Amount or interest earned thereon will be used, directly or indirectly, to make or finance any loans to non-governmental entities or to any governmental agencies other than Issuer.

Section 7. No Federal Guarantee.

7.1. Payment of the principal or interest due under the Financing Documents is not directly or indirectly guaranteed, in whole or in part, by the United States or an agency or instrumentality thereof.

7.2. No portion of the Principal Amount or interest earned thereon shall be (i) used in making loans the payment of principal or interest of which are to be guaranteed, in whole or in part, by the United States or any agency or instrumentality thereof, or (ii) invested, directly or indirectly, in federally insured deposits or accounts if such investment would cause the financing under the Financing Documents to be "federally guaranteed" within the meaning of Section 149(b) of the Code.

Section 8. Miscellaneous.

8.1. Issuer shall keep a complete and accurate record of all owners or assignees of the Financing Documents in form and substance satisfactory to comply with the registration requirements of Section 149(a) of the Code unless Purchaser or its assignee agrees to act as Issuer's agent for such purpose.

8.2. Issuer shall maintain complete and accurate records establishing the expenditure of the Principal Amount and interest earnings thereon for a period of five (5) years after payment in full under the Financing Documents.

8.3. To the best of the undersigned's knowledge, information and belief, the above expectations are reasonable and there are no other facts, estimates or circumstances that would materially change the expectations expressed herein.

1. 8.4. The Issuer confirms and acknowledges that its true and correct tax identification number is: 95-6004540 and full, true and correct legal name is "Palmdale Water District."

8.5 The Issuer has adopted, by resolution, separate written procedures regarding ongoing compliance with federal tax requirements necessary to keep, ensure and maintain the interest portions of the Rental Payments under the Financing Documents as excluded from Purchaser's gross income for federal income tax purposes.

[Signature Page Follows]

IN WITNESS WHEREOF, we have hereunto set our hands this 18th day of January, 2017

Palmdale Water District

By: _____
Dennis LaMoreaux
General Manager

[Signature Page to Tax and Arbitrage Certificate]

TAB E:

(PRINT ON LEGAL COUNSEL'S LETTERHEAD)

FORM OF OPINION OF ISSUER'S COUNSEL

January 18, 2017

Holman Capital Corporation
25201 Paseo de Alicia
Suite 290
Laguna Hills, CA 92653

Signature Public Funding Corp.
600 Washington Avenue, Suite 305
Towson, MD 21204

Signature Bank
75 Holly Hill Lane
Greenwich, CT 06830

2017 Installment Purchase Agreement Financing the
Technology Replacement Project
in the
Aggregate Principal Amount of \$830,000.00

Ladies and Gentlemen:

I have acted as counsel for the Palmdale Water District (the "District") in connection with the issuance of its \$830,000.00 2017 Installment Purchase Agreement dated January 18, 2017 (the "IPA") between the District and Holman Capital Corporation (the "Corporation") and the related Escrow Agreement dated of even date therewith (the "Escrow Agreement") between the District, the Corporation and Signature Bank, as Escrow Agent, pursuant to the Constitution of the State of California, as amended, other applicable provisions of California law, and a Resolution duly adopted by the Board of Directors of the Issuer on January 11, 2017 (the "Resolution"). The IPA, Escrow Agreement, Resolution, and all related exhibits, attachments and deliverables executed in connection therewith shall collectively be referred to as the "Financing Documents." Any capitalized terms used herein not otherwise defined shall have the meaning set forth in the Financing Documents.

In rendering this opinion, I have examined such proceedings and records of District and made such inquiry of the District as I deem necessary.

In giving the opinions expressed below, I do not purport to be an expert in or generally familiar with or qualified to express legal opinions based on the laws of any jurisdiction (including, but not limited to, the laws of the United States) other than the laws of the State of California.

Based on such participation, examination, and inquiry, I am of the opinion, as of the date hereof, that:

1. The District is a duly formed and validly existing public utility district of the State of California, which makes it a body corporate and politic and a political subdivision of the State of California,

as such term is defined under the Section 103 of the Internal Revenue Code of 1986, as amended, with the full right, power, and authority to adopt the Resolution, to issue the IPA, to perform its obligations under the Financing Documents and to consummate the transactions contemplated by such instruments.

2. The Resolution was duly adopted by the Board of Directors of the District at a duly called meeting following proper notice, and has not been otherwise amended or repealed and is in full force and effect as of the date hereof. The Financing Documents constitute legal, valid and binding obligations of the District enforceable in accordance with their terms.

3. The Financing Documents has been duly authorized, executed, and delivered by the District and constitutes a legal, valid and binding obligation of the District enforceable in accordance with its terms (subject only to enforceability of any remedies to any applicable bankruptcy or insolvency laws or other laws affecting creditor's rights generally, from time to time in effect).

4. The adoption of the Resolution, and the authorization, execution, and delivery of the Financing Documents, and compliance with the provisions thereof, will not conflict with, or constitute a breach of or default under, any law, administrative regulations, consent, decree, ordinance, resolution, constitutional provision, or any agreement or other instrument to which the District was or is subject, as the case may be, nor will such enactment, adoption, execution, delivery authorization or compliance result in the creation or imposition of an invalid, illegal or unauthorized lien, charge, or other security interest or encumbrance of any nature whatsoever upon any property or assets of the District, or under the terms of any law, administrative regulation, ordinance, resolution or instrument, except as expressly and legally provided for in the IPA.

5. All approvals, consents, authorizations and order of any governmental authority or agency having jurisdiction in any matter which would constitute a condition precedent to the performance by the District of its obligations under the Financing Documents have been obtained and are in full force and effect.

6. The District is lawfully empowered to acquire, complete and engage in all manners incidental to the 2017 Project and to pay associated costs of issuance.

7. There is no litigation pending or threatened, to restrain or enjoin the issuance or sale of the IPA, or in any way, affecting any authority for or the validity of the Financing Documents, or the pledge of and covenants related to the Net Water Revenues.

8. Neither the corporate existence nor the title of any present Director, the Board President, the General Manager, or other officials thereof to their respective office is being contested.

This opinion may be relied upon by addressees hereof as well as by their successors and assigns, but only respect to the matters expressly set forth herein.

Very truly yours,

TAB F:

[IRS Form 8038-G is to be prepared by Holman Capital Corporation]

TAB G:

INTENTIONALLY OMITTED; LEASE IS NBQ.

TAB H:

CLOSING MEMORANDUM

**\$830,000.00 2017 INSTALLMENT PURCHASE AGREEMENT
FINANCING THE TECHNOLOGY REPLACEMENT PROJECT
ISSUED BY THE PALMDALE WATER DISTRICT TO
HOLMAN CAPITAL CORPORATION**

Pre-Closing: Pre-Closing will be held on or before January 16, 2017 as all documents will be executed and originals will be overnighted to Holman Capital, Attn: Aditya Kajaria, 25201 Paseo de Alicia, Suite 290, Laguna Hills, California 92653, and held in trust until such time as the wires and original documents are released by the Parties.

Closing: By wire transfer, the morning of January 18, 2017. Counsel for each of the Parties will confirm by e-mail the release of all original documents held in trust, when such funds and/or documents are in the possession of each of the Parties. On the morning of January 18, 2017, Signature Public Funding Corp. will and is authorized by District to wire for the purchase of the District's 2017 Installment Purchase Agreement, per the wire transfer instructions herein, in the amount of \$830,000.00) in 2017 Project Proceeds to Signature Bank, as escrow agent:

Bank Name: **Signature Bank**
ABA No:
Account No:
Account Name: **Palmdale Water District**

Following receipt of the 2017 Project Proceeds, the Escrow Agent is hereby authorized and directed to pay the Costs of Issuance to Holman Capital Corporation pursuant to the instructions in the Escrow Agreement and the Invoice attached hereto.

Bank Name: **Signature Bank**
ABA No:
Account No:
Account Name:

Sources and Uses of Funds:

Par Value/Principal Amount of IPA	<u>\$830,000.00</u>
TOTAL SOURCES	\$830,000.00
 2017 Project Costs	 <u>\$823,000.00</u>
Costs of Issuance	<u>\$ 7,000.00</u>
TOTAL IPA PROCEEDS	\$830,000.00

Attest:
PALMDALE WATER DISTRICT

By: _____
Dennis LaMoreaux, General Manager

TAB I:

Insurance Certificate Provided by the District

TAB J:

ESCROW AGREEMENT

ESCROW DEPOSIT AGREEMENT

This **ESCROW DEPOSIT AGREEMENT** (this “**Agreement**”) dated as of this 18th day of January 2017 by and among Holman Capital Corporation (“**Lender**”), a Delaware corporation, having an address at 25201 Paseo de Alicia, Suite 290, Laguna Hills, CA 92653, Palmdale Water District (“**Borrower**”), a public utility district of the State of CA, having an office at 2029 East Avenue Q, Palmdale, CA 93550 and **SIGNATURE BANK** (the “**Escrow Agent**”), a New York state-chartered commercial bank and having an office at Signature Bank, 75 Holly Hill Lane, Greenwich, CT 06830.

WITNESSETH:

WHEREAS, Borrower and Lender have entered into that certain 2017 Installment Purchase Agreement dated as of January 18, 2017 to that certain Technology Replacement Project Installment Purchase Agreement dated as of January 18, 2017 (together with all other documents, certificates, exhibits and related documentation therewith, collectively, the “**Loan**”); and

WHEREAS, the Lender has made a loan to Borrower in the form of “**Loan Proceeds**,” which are to be used to pay various costs associated with the Loan and to acquire certain items of Equipment (as such term is defined in the Loan); and

WHEREAS, Lender and Borrower have agreed that all or a portion of the Loan Proceeds shall be held in escrow upon certain terms and conditions; and

WHEREAS, Lender and Borrower appoint the Escrow Agent as escrow agent of such escrow subject to the terms and conditions set forth in this Agreement; and

WHEREAS, the Escrow Agent accepts such appointment as escrow agent subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, IT IS AGREED as follows:

1. Delivery of Escrow Funds.

(a) Upon execution of the Loan and delivery of all documents and completion of all conditions precedent in the Loan, the Lender will deliver, or shall cause to be delivered, to the Escrow Agent checks, internal transfers or wire transfers equal to the Initial Deposit Amount (as set forth on Schedule A hereto) and made payable to “Signature Bank as Escrow Agent” for the benefit of Lender and Borrower to be held in an account at Signature Bank entitled “Palmdale Water District Equipment Schedule, Signature Bank, as Escrow Agent” having ABA No. 026013576, Account No. *** (the “**Escrow Account**”).

(b) The Initial Deposit Amount that consists of good and indefeasible collected funds that are deposited into the Escrow Account is referred to as the “**Escrow Funds**”.

(c) The Escrow Agent shall have no duty or responsibility to enforce the collection or demand

payment of these checks or any other funds delivered to Escrow Agent for deposit into the Escrow Account. If, for any reason, these checks or any other funds deposited into the Escrow Account shall be returned unpaid to the Escrow Agent, the sole duty of the Escrow Agent shall be to advise Lender and Borrower promptly thereof and return check in the manner directed in writing by Lender and Borrower.

2. ReLoan of Escrow Funds. (a) The Escrow Funds shall be paid by the Escrow Agent in accordance with the instructions, in form and substance satisfactory to the Escrow Agent, received from Lender and Borrower, in all cases subject to Lender approval and subject to delivery of those items set forth in Section 2(b) herein, or in accordance with Lender's instructions delivered pursuant to Section 6 herein, or in absence of such instructions in accordance with the order of a court of competent jurisdiction. The Escrow Agent shall not be required to pay any uncollected funds or any funds that are not available for withdrawal. The Escrow Agent may act in reliance upon any instructions, court orders, notices, certifications, demands, consents, authorizations, receipts, powers of attorney or other writings delivered to it without being required to determine the authenticity or validity thereof or the correctness of any fact stated therein, the propriety or validity of the service thereof, or the jurisdiction of the court issuing any judgment or order. The Escrow Agent may act in reliance upon any signature believed by it to be genuine, and may assume that such person has been properly authorized to do so.

(b) Upon receipt of a Payment Request Form (in substantially the form as set forth on Schedule B hereto) executed by Lender and Borrower, an amount equal to the Acquisition Cost as shown therein shall be paid directly by Escrow Agent to the person or entity entitled to payment as specified therein. Although the Payment Request Form may have schedules, invoices and other supporting document attached to it, Lender will send to Escrow Agent only the page or pages showing the signatures of Lender and Borrower, the Acquisition Cost and related payment information, without such schedules, invoices or other supporting documentation. Escrow Agent may act and rely upon the signed Payment Request Form without the need to review or verify any such schedules, invoices or other supporting documentation.

3. Acceptance by Escrow Agent. The Escrow Agent hereby accepts and agrees to perform its obligations hereunder, provided that:

(a) The names and true signatures of each individual authorized to act singly on behalf of Lender and Borrower are stated in Schedule A. The Escrow Agent may act in reliance upon any signature believed by it to be genuine, and may assume that any person who has been designated in Schedule A to give any written instructions, notice or receipt, or make any statements in connection with the provisions hereof has been duly authorized to do so. The Escrow Agent shall have no duty to make inquiry as to the genuineness, accuracy or validity of any statements or instructions or any signatures on statements or instructions. The names and true signatures of each individual authorized to act singly on behalf of Lender and Borrower are stated in Schedule A, which is attached hereto and made a part hereof. The Borrower and Lender may each remove or add one or more of its authorized signers stated on Schedule A by notifying the Escrow Agent of such change in accordance with this Agreement, which notice shall include the true signature for any new authorized signatories.

(b) The Escrow Agent may act relative hereto in reliance upon advice of counsel in reference to any matter connected herewith. The Escrow Agent shall not be liable for any mistake of fact or error of judgment or law, or for any acts or omissions of any kind, unless caused by its willful misconduct or gross negligence.

(c) Lender and Borrower, jointly and severally, agree to indemnify, reLoan, and hold the Escrow Agent harmless from and against any and all claims, losses, costs, liabilities, damages, suits, demands, judgments or expenses, including, but not limited to, attorney's fees, costs and disbursements, (collectively "**Claims**") claimed against or incurred by Escrow Agent arising out of or related, directly or

indirectly, to the Escrow Agreement and the Escrow Agent's performance hereunder or in connection herewith, except to the extent such Claims arise from Escrow Agent's willful misconduct or gross negligence as adjudicated by a court of competent jurisdiction.

(d) In the event of any disagreement between or among Lender and Borrower, or between any of them and any other person, resulting in adverse claims or demands being made to Escrow Agent in connection with the Escrow Account, or in the event that the Escrow Agent, in good faith, be in doubt as to what action it should take hereunder, the Escrow Agent may, at its option, refuse to comply with any claims or demands on it, or refuse to take any other action hereunder, so long as such disagreement continues or such doubt exists, and in any such event, the Escrow Agent shall not become liable in any way or to any person for its failure or refusal to act, and the Escrow Agent shall be entitled to continue so to refrain from acting until (i) the rights of all parties shall have been fully and finally adjudicated by a court of competent jurisdiction, or (ii) all differences shall have been adjusted and all doubt resolved by agreement among all of the interested persons, and the Escrow Agent shall have been notified thereof in writing signed by all such persons. The Escrow Agent shall have the option, after thirty (30) days' notice to Lender and Borrower of its intention to do so, to file an action in interpleader requiring the parties to answer and litigate any claims and rights among themselves. The rights of the Escrow Agent under this section are cumulative of all other rights which it may have by law or otherwise.

(e) In the event that the Escrow Agent shall be uncertain as to its duties or rights hereunder, the Escrow Agent shall be entitled to (i) refrain from taking any action other than to keep safely the Escrow Funds until it shall be directed otherwise by a court of competent jurisdiction, or (ii) deliver the Escrow Funds to a court of competent jurisdiction.

(f) The Escrow Agent shall have no duty, responsibility or obligation to interpret or enforce the terms of any agreement other than Escrow Agent's obligations hereunder, and the Escrow Agent shall not be required to make a request that any monies be delivered to the Escrow Account, it being agreed that the sole duties and responsibilities of the Escrow Agent shall be to the extent not prohibited by applicable law (i) to accept checks or other instruments for the payment of money delivered to the Escrow Agent for the Escrow Account and deposit said checks or instruments into the Escrow Account, and (ii) disburse or refrain from disbursing the Escrow Funds as stated herein, provided that the checks or instruments received by the Escrow Agent have been collected and are available for withdrawal.

4. Escrow Account Statements and Information. The Escrow Agent agrees to send to the Borrower and/or the Lender a copy of the Escrow Account periodic statement, upon request in accordance with the Escrow Agent's regular practices for providing account statements to its non-escrow clients and to also provide the Borrower and/or Lender, or their designee, upon request other deposit account information, including Account balances, by telephone or by computer communication, to the extent practicable. The Borrower and Lender agree to complete and sign all forms or agreements required by the Escrow Agent for that purpose. The Borrower and Lender each consents to the Escrow Agent's reLoan of such Account information to any of the individuals designated by Borrower or Lender, which designation has been signed in accordance with Section 3(a) by any of the persons in Schedule A. Further, the Borrower and Lender have an option to receive e-mail notification of incoming and outgoing wire transfers. If this e-mail notification service is requested and subsequently approved by the Escrow Agent, the Borrower and Lender agrees to provide a valid e-mail address and other information necessary to set-up this service and sign all forms and agreements required for such service. The Borrower and Lender each consents to the Escrow Agent's reLoan of wire transfer information to the designated e-mail address(es). The Escrow Agent's liability for failure to comply with this section shall not exceed the cost of providing such information.

5. Resignation and Termination of the Escrow Agent. The Escrow Agent may resign at any time by giving thirty (30) days' prior written notice of such resignation to Lender and Borrower. Upon providing

such notice, the Escrow Agent shall have no further obligation hereunder except to hold the Escrow Funds that it has received as of the date on which it provided the notice of resignation as depository. In such event, the Escrow Agent shall not take any action until Lender and Borrower jointly designate a banking corporation, trust company, attorney or other person as successor escrow agent. Upon receipt of such written instructions signed by Lender and Borrower, the Escrow Agent shall promptly deliver the Escrow Funds, net of any outstanding charges, to such successor escrow agent and shall thereafter have no further obligations hereunder. If such instructions are not received within thirty (30) days following the effective date of such resignation, then the Escrow Agent may deposit the Escrow Funds and any other amounts held by it pursuant to this Agreement with a clerk of a court of competent jurisdiction pending the appointment of a successor escrow agent. In either case provided for in this section, the Escrow Agent shall be relieved of all further obligations and released from all liability thereafter arising with respect to the Escrow Funds.

6. Termination. (a) *Voluntary Termination by Mutual Agreement of Borrower and Lender.* Lender and Borrower may terminate the appointment of the Escrow Agent hereunder upon a joint written notice to Escrow Agent specifying the date upon which such termination shall take effect. In the event of such termination, Lender and Borrower shall, within thirty (30) days of such notice, jointly appoint a successor escrow agent and the Escrow Agent shall, upon receipt of written instructions signed by both Lender and Borrower, turn over to such successor escrow agent all of the Escrow Funds; provided, however, that if Lender and Borrower fail to appoint a successor escrow agent within such thirty (30)-day period, such termination notice shall be null and void and the Escrow Agent shall continue to be bound by all of the provisions hereof. Upon receipt of the Escrow Funds, the successor escrow agent shall become the Escrow Agent hereunder and shall be bound by all of the provisions hereof and the Escrow Agent shall be relieved of all further obligations and released from all liability thereafter arising with respect to the Escrow Funds.

(b) *Involuntary Termination.* The Escrow Account shall be terminated on the "Termination Date," which shall be the earliest of (i) the final distribution of amounts in the Escrow Account, (ii) the "Anticipated Closing Date" (as such term is defined on Schedule A hereto), or (iii) unilateral written notice given by Lender of the occurrence of a default, Event of Default (as such term is defined in the Loan), Non-Appropriation (as such term is defined in the Loan) or any other termination of the Loan which results in Lender being paid less than the Prepayment Price (as such term is defined in the Loan).

(c) *Transfers Following Involuntary Termination.* Unless all of the Escrow Funds deposited by Lender in the Escrow Account have been previously disbursed pursuant to Section 2 herein, on the Termination Date, Escrow Agent shall pay upon written direction from Lender all remaining moneys in the Escrow Account to Lender or its assignee for application to the Prepayment Price, including any fees, interest or premium included in the definition thereof as found in the related Loan. If any the Prepayment Price does not contain any premium or penalty and this Agreement and the Escrow Account is terminated pursuant to Section 6(b)(iii) herein, then any amounts paid pursuant to this Section 6(c) shall be subject to a prepayment fee equal to three percent (3%) of such amount. Lender shall apply amounts received under this Section 6 first to unpaid fees, late charges and collection costs, if any, which have accrued or been incurred under the Loan, then to overdue Principal and Interest on the Loan and then, in the sole discretion of Lender, either (i) to the Prepayment Price due under the Loan in the inverse order of all respective principal maturities, or (ii) proportionately to each Principal payment thereafter due under the Loan. In the event that Lender elects to apply any such amounts in accordance with clause (i) of the preceding sentence, Borrower shall continue to make Rental Payments as scheduled in the applicable Payment Schedule. In the event that Lender elects to apply such amounts in accordance with clause (ii) of this Section 6(c), Lender shall provide Borrower with a revised Payment Schedule which shall reflect the revised Principal balance and reduced Rental Payments due under the Loan. Capitalized terms used in this Section 6, but not defined herein, shall have the meanings given to such terms in the Loan. Escrow Agent shall have no responsibility to see to the appropriate application of any moneys returned under this Section 6.

7. Investment. (a) If the non-interest bearing account option is selected in Schedule A hereto, all Escrow Funds received by the Escrow Agent shall be held only in non-interest bearing bank accounts at Escrow Agent.

(b) If the interest-bearing account option is selected in Schedule A hereto, the Escrow Fund shall be invested in Signature Bank's Monogram Insured Money Market Deposit Account for Business. Borrower agrees and represents to the Escrow Agent that any interest or other income earned on the Escrow Account shall for the purposes of reporting such income to the appropriate taxing authorities be deemed to be earned by the Borrower.

(c) The following provisions are applicable regardless of whether an interest-bearing or non-interest bearing account is elected. The Borrower represents that it is a US person as that term is defined by IRS. The Borrower agrees to provide the Escrow Agent with a certified tax identification number by signing and returning a Form W-9 to the Escrow Agent upon execution of this Escrow Agreement. The Borrower understands that, in the event the Borrower's tax identification number is incorrect or is not certified to the Escrow Agent, the Internal Revenue Code, as amended from time to time, may require withholding of a portion of any interest or other income earned on the Escrow Funds. The Borrower agrees to assume any and all obligations imposed, now or hereafter, by the applicable tax law and/or applicable taxing authorities, with respect to any interest or other income earned on the Escrow Funds and to indemnify and hold the Escrow Agent harmless from any liability or obligation on account of taxes, assessments, additions for late payment, interest, penalties, expenses and other governmental charges that may be assessed or asserted against the Escrow Agent in connection with or relating to any payment made or other activities performed under the terms of this Agreement, including without limitation any liability for the withholding or deduction of (or the failure to withhold or deduct) the same, and any liability for the failure to obtain proper certifications or to report properly to governmental authorities in connection with this Agreement, including costs and expenses (including reasonable legal fees and expenses) interest and penalties, in each such case to the extent applicable to, or arising in respect of, the interest earned on the Escrow Account, unless such liability is caused by the Escrow Agent's gross negligence or willful misconduct. The foregoing indemnification and agreement to hold harmless shall survive the termination of this Agreement.

8. Security Interest. The Escrow Agent and Borrower acknowledge and agree that the Escrow Account, the Escrow Funds, and all investments, cash, securities, and proceeds thereof are being irrevocably held by Escrow Agent for the benefit of the Borrower and Lender subject to disbursement or return solely as set forth herein. In limitation of the foregoing, Borrower hereby grants to Lender a first priority perfected security interest in the Escrow Account and Escrow Funds, and all cash, securities, investments and proceeds thereof that may, from time to time, be held in the Escrow Account. If the Escrow Account, or any part thereof, is converted to investments as set forth in this Agreement, such investments shall be made in the name of Escrow Agent and held for the benefit of Lender and Borrower subject to the express terms and conditions of this Agreement. Notwithstanding the grant and conveyance of a lien and security interest in favor of the Lender and solely with respect to Claims, Fees or other actual and out-of-pocket costs that have not been previously reimbursed, Escrow Agent is hereby granted a security interest in and a lien upon the Escrow Account and Escrow Funds, which security interest and lien shall be prior to all other security interests, liens or claims against the Escrow Account, Escrow Funds, or any part thereof.. The Escrow Account and Escrow Funds shall not be subject to levy or attachment or lien by or for the benefit of any creditor of either Lender or Borrower or Escrow Agent (other than Lender's and Escrow Agent's respective security interests granted hereunder).

9. Compensation. The Escrow Agent shall be entitled, for the duties to be performed by it hereunder, to a one-time "Set-Up Fee," if any, as set forth on Schedule A hereto, which fee shall be paid by Lender or Borrower upon the signing of this Agreement. In addition, Lender and Borrower shall be obligated to

reimburse Escrow Agent for all fees, costs and expenses incurred or that becomes due in connection with this Agreement or the Escrow Account, including reasonable attorney's fees (collectively, and together with the Set-Up Fee, "Fees"). Neither the modification, cancellation, termination or rescission of this Agreement nor the resignation or termination of the Escrow Agent shall affect the right of the Escrow Agent to retain the amount of any fee which has been paid, or to be reimbursed or paid any amount which has been incurred or becomes due, prior to the effective date of any such modification, cancellation, termination, resignation or rescission. To the extent the Escrow Agent has incurred any such expenses, or any such fee becomes due, prior to or commensurate with the Termination Date, the Escrow Agent shall advise the Borrower and Lender and the Borrower and Lender shall direct all such amounts to be paid directly to Escrow Agent prior to any distribution of funds set forth in Section 6 herein

10. Information Required Under USA PATRIOT ACT. The parties acknowledge that in order to help the United States government fight the funding of terrorism and money laundering activities, pursuant to Federal regulations that became effective on October 1, 2003 (Section 326 of the USA PATRIOT Act) all financial institutions are required to obtain, verify, record and update information that identifies each person establishing a relationship or opening an account. The parties to this Agreement agree that they will provide to the Escrow Agent such information as it may request, from time to time, in order for the Escrow Agent to satisfy the requirements of the USA PATRIOT Act, including but not limited to the name, address, tax identification number and other information that will allow it to identify the individual or entity who is establishing the relationship or opening the account and may also ask for formation documents such as articles of incorporation or other identifying documents to be provided.

11. Notices. All notices, requests, demands and other communications required or permitted to be given hereunder shall be in writing and shall be deemed to have been duly given if sent by hand-delivery, by facsimile followed by first-class mail, by nationally recognized overnight courier service or by prepaid registered or certified mail, return receipt requested, to the addresses set forth below.

If to Lender:

Signature Public Funding Corp., as assignee of Holman Capital Corporation
600 Washington Avenue, Suite 305
Towson, Maryland 21204
Attention: Donald Keough
E-mail Address: DKeough@signatureny.com
Fax No: (646) 927-4005

If to Borrower:

Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550
Attention: _____
Fax No.: _____

If to Escrow Agent:

Signature Bank
75 Holly Hill Lane
Greenwich, CT 06830
Attention: Tom Mooney, Group Director and Senior Vice President
Fax No.: _____

12. General.

(a) This Agreement shall be governed by and construed and enforced in accordance with the laws of the State of New York applicable to agreements made and to be entirely performed within such State, without regard to choice of law principles, and any action brought hereunder may be brought in the courts of the State of California or the State of New York. Each party hereto irrevocably waives any objection on the grounds of venue, forum nonconveniens or any similar grounds and irrevocably consents to service of process by mail or in any manner permitted by applicable law and consents to the jurisdiction of said courts. **UNLESS EXPRESSLY PROHIBITED BY APPLICABLE LAW, EACH OF THE PARTIES HERETO HEREBY WAIVES ALL RIGHT TO TRIAL BY JURY IN ANY ACTION, PROCEEDING OR COUNTERCLAIM ARISING OUT OF THE TRANSACTIONS CONTEMPLATED BY THIS AGREEMENT.**

(b) This Agreement sets forth the entire agreement and understanding of the parties in respect to the matters contained herein and supersedes all prior agreements, arrangements and understandings relating thereto.

(c) All of the terms and conditions of this Agreement shall be binding upon, and inure to the benefit of and be enforceable by, the parties hereto, as well as their respective successors and assigns.

(d) This Agreement may be amended, modified, superseded or canceled, and any of the terms or conditions hereof may be waived, only by a written instrument executed by each party hereto or, in the case of a waiver, by the party waiving compliance. The failure of any party at any time or times to require performance of any provision hereof shall in no manner affect its right at a later time to enforce the same. No waiver of any party of any condition, or of the breach of any term contained in this Agreement, whether by conduct or otherwise, in any one or more instances shall be deemed to be or construed as a further or continuing waiver of any such condition or breach or a waiver of any other condition or of the breach of any other term of this Agreement. No party may assign any rights, duties or obligations hereunder unless all other parties have given their prior written consent.

(e) If any provision included in this Agreement proves to be invalid or unenforceable, it shall not affect the validity of the remaining provisions.

(f) This Agreement and any modification or amendment of this Agreement may be executed in several counterparts or by separate instruments and all of such counterparts and instruments shall constitute one agreement, binding on all of the parties hereto.

13. Form of Signature. The parties hereto agree to accept a facsimile or e-mail transmission copy of their respective actual signatures as evidence of their actual signatures to this Agreement and any modification or amendment of this Agreement; *provided, however*, that each party who produces a facsimile or e-mail signature agrees, by the express terms hereof, to place, promptly after transmission of his or her signature by fax, a true and correct original copy of his or her signature in first class mail, postage pre-paid, to the address of the Escrow Agent.

14. No Third-Party Beneficiaries. This Agreement is solely for the benefit of the parties and their respective successors and permitted assigns, and no other person has any right, benefit, priority or interest under or because of the existence of this Agreement.

IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the date first set forth above.

PALMDALE WATER DISTRICT

By: _____
Name: Dennis LaMoreaux
Title: General Manager

HOLMAN CAPITAL CORPORATION

By: _____
Name: Lance Holman
Title: President

SIGNATURE BANK, as Escrow Agent

By: _____
Name:
Title:

By: _____
Name:
Title:

Schedule A

SPFC Loan/Account Number:

[01]

Name of Borrower:

Palmdale Water District

Beneficiary Name for Fund:

2029 East Avenue Q

Date of Escrow Agreement:

January 18, 2017

Date of Master Loan Agreement:

January 18, 2017

Borrower's State / Commonwealth:

CA

Borrower Entity State:

CA

Borrower's Tax Identification Number:

95-6004540

Escrow Agent Fee:

\$0.00

Initial Deposit Amount:

\$830,000.00

Account Type:

X

Non-interest Bearing

9

Interest Bearing

Anticipated Closing Date:

January 11, 2017

The Escrow Agent is authorized to accept instructions signed or believed by the Escrow Agent to be signed by any one of the following on behalf of Borrower and Lender.

Palmdale Water District

NameTrue SignatureDennis LaMoreaux

Signature Public Funding Corp., as assignee of Holman Capital Corporation

Name

True Signature

Donald S. Keough

Rich Cumbers

Schedule B: Payment Request Form No. []

CERTIFICATE OF ACCEPTANCE AND PAYMENT REQUEST

The following payment request is directed to Signature Bank (the “Escrow Agent”), as escrow agent under that certain Escrow Deposit Agreement dated January 18, 2017 (the “Escrow Agreement”), between the Palmdale Water District (“Borrower”), Holman Capital Corporation (“Lender”), and the Escrow Agent. Because Holman Capital Corporation has assigned all of its right, title, and interest in and to the Escrow Agreement to Signature Public Funding Corp., all references herein to “Lender” shall mean Signature Public Funding Corp.

The Escrow Agent is hereby requested to pay from the Escrow Fund established and maintained under the Escrow Agreement the amount set forth below to the named payee(s). The amount shown is due and payable under a purchase order or contract (or has been paid by and not previously reimbursed to Borrower). The equipment described below is part or all of the 2017 Project purchased pursuant to that certain Installment Purchase Agreement dated January 18, 2017 (the “Loan Agreement”), between Lender and Borrower:

QUANTITY	DESCRIPTION OF UNITS OF EQUIPMENT	AMOUNT	PAYEE
----------	--------------------------------------	--------	-------

Borrower hereby certifies and represents to and agrees with Lender as follows with respect to the 2017 Project described above: (i) the 2017 Project or portions referenced above have been delivered to the location(s) set forth in the Loan Agreement; (ii) a present need exists for the Equipment, which need is not temporary or expected to diminish in the near future; (iii) the Equipment is essential to and will be used by Borrower only for the purpose of performing one or more governmental functions of Borrower consistent with the permissible scope of Borrower’s authority; (iv) the estimated useful life of the Equipment based upon the manufacturer’s representations and Borrower’s projected needs is not less than the term of the Loan Agreement; (v) Borrower has conducted such inspection and/or testing of the Equipment as it deems necessary and appropriate and hereby acknowledges that it accepts the Equipment for all purposes as of the date of this Certificate; (vi) the Equipment is covered by insurance in the types and amounts required by the Loan Agreement; (vii) no Event of Default, as defined in the Loan Agreement, and no event that with the giving of notice or lapse of time or both, would become an Event of Default, has occurred and is continuing on the date hereof; and (viii) sufficient funds have been appropriated by Borrower for the payment of all installment payments due under the Loan Agreement.

Based on the foregoing, the Escrow Agent is hereby authorized and directed to fund the acquisition of the 2017 Project set forth above by paying, or causing to be paid, the manufacturer(s)/vendor(s) the amounts set forth on the attached invoices from the Escrow Fund held under the Escrow Agreement in accordance with its terms.

The following documents are attached hereto and made a part hereof: (a) Original Invoice(s) and (b) Copies of Certificate(s) of Ownership, designating Lender as legal owner, and evidence of filing.

[Remainder of page intentionally left blank]

IF REQUEST IS FINAL REQUEST, CHECK HERE ☐. The undersigned hereby certifies that the items of Equipment described above, together with the items of Equipment described in and accepted by Certificates of Acceptance and Payment Requests previously filed by Borrower with Lender constitute all of the Equipment subject to the Loan Agreement.

Date: _____

Approved:

SIGNATURE PUBLIC FUNDING CORP., as Lender

PALMDALE WATER DISTRICT,
as Borrower

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

NOTICE AND ACKNOWLEDGEMENT OF
ASSIGNMENT OF ESCROW DEPOSIT AGREEMENT

Holman Capital Corporation ("Lender"), Palmdale Water District ("Borrower"), and Signature Bank ("Escrow Agent") have entered into an Escrow Deposit Agreement dated January 18, 2017 (the "Escrow Agreement"), pursuant to which Lender, or its Assignee (as defined below), has deposited cash into the Escrow Fund established thereunder, which funds are to be used by Borrower to acquire certain Equipment.

Escrow Agent is hereby notified that Lender has assigned all of its right, title, and interest in and to, but not its obligations under, the Escrow Agreement to Signature Public Funding Corp. ("Assignee"), including, in particular, but without limitation, Lender's security interest in the Escrow Fund and Lender's right to approve all payment requests submitted by Borrower.

Date: January 18, 2017

LENDER: HOLMAN CAPITAL
 CORPORATION

BORROWER: PALMDALE WATER
 DISTRICT

By: _____
 Lance S. Holman
 President & CEO

By: _____
 Dennis LaMoreaux
 General Manager

ESCROW AGENT: SIGNATURE BANK

By: _____
Name:
Title:

By: _____
Name:
Title:

[Signature Bank]
Waiver of Securities for Deposit of Public Moneys

Pursuant to State of California Government Code Section 53653, the undersigned does hereby agree to waive the security collateralization requirement for that portion of any deposits maintained by the Depositor as are insured pursuant to federal law. This waiver refers to the deposit levels covered by FDIC insurance (currently \$250,000.00).

The undersigned also affirms that he/she is duly authorized to grant this waiver. All moneys belonging to the Depository, and on deposit in excess of the FDIC insurance levels, shall be collateralized by pledged securities in accordance with the Local Agency Deposit Security Law and applicable California Government Code and Code of Regulations.

IN WITNESS WHEREOF, the Authorized Signor in his/her official capacity has signed this contract in duplicate and the Depository has caused this contract to be executed in like number by its duly authorized officers.

LENDER: HOLMAN CAPITAL
CORPORATION

BORROWER: PALMDALE WATER
DISTRICT

By: _____
Lance S. Holman
President & CEO

By: _____
Dennis LaMoreaux
General Manager

DEPOSITORY: SIGNATURE BANK

By: _____
Name:
Title:

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 4, 2017 January 11, 2017
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.5 – CONSIDERATION AND POSSIBLE ACTION
ON REVISIONS TO APPLICATION PROCESS FOR RATE ASSISTANCE
PROGRAM***

Recommendation:

Staff recommends approving the revisions to the Palmdale Water District Rate Assistance Program (PWDRAP) as they relate to the application process by establishing an application period of November 1st of the preceding year through June 30th of the current year. This item will be considered by the Finance Committee at their January 10, 2017 meeting.

Alternative Options:

The alternative is leave the program as is.

Impact of Taking No Action:

The impact of taking no action would result in applications being received continuously throughout the year.

Background:

The District approved the PWDRAP in September, 2014. Within the two years of administering the program, staff has experienced some difficulties managing and processing the paperwork requirements in a timely manner. This is due to applications being accepted throughout the program year.

The program is calendar based, which coincides with our budget year. If funding is made available as part of the budget process, we would begin taking applications in November for the upcoming budget year and continue processing applications through June 30th of current funding year.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT
VIA: Mr. Dennis D. LaMoreaux, General Manager

January 4, 2017

This application period would give staff a better time frame for managing and processing the application as well as the notification period needed to prepare for the next funding cycle. In addition, the set application period would assist in managing the funding made available.

PWD Rules and Regulations

- Staff recommends amending Appendix C.3 page 2, to add the application period.

Strategic Plan Initiative:

This work is part of Strategic Initiative #6, Customer Care and Advocacy.

Budget:

This item has no impact on current budget.

Supporting Documents:

- Recommended changes to Appendix C.3 of Rules and Regulations.

RULES TO APPLICANTS FOR WATER RATE ASSISTANCE PROGRAM

APPLICANT

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

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

ELIGIBILITY FOR PROGRAM

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

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

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

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

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

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

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

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

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

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

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

METHOD OF APPLICATION FOR PROGRAM

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

Application Period: Applications are accepted on a first come, first served basis, from November 1st of preceding year through June 30th of current year, contingent upon the availability of funds. Participation in the PWDRAP is personal to the applicant and is not transferable with the property.

PROGRAM FUNDING

The Board of Directors will approve on an annual basis, as part of the District's budget process, the annual funding for the PWDRAP. **Funding for the PWDRAP is not derived from water rate revenue.** Approved funding, if any, will be a not-to-exceed amount of \$160,000.00 in the fund, established for a twelve (12) month period that may differ from the District's fiscal year. The annual funding approved will be prorated amongst eligible participants in an amount not-to-exceed fifty percent (50%) of the current calendar year monthly service charge.

ASSISTANCE RATE

The District has established an assistance amount of up to fifty percent (50%) off of the monthly service charge for 1" or smaller 5/8" & 3/4" meters, for qualified households. This rate of assistance is subject to change on an annual basis as determined by the Board of Directors.

REDUCTION; TERMINATION

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

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 4, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: James Riley, Engineering/Grant Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matthew Knudson, Assistant General Manager
RE: ***AGENDA ITEM NO. 7.6 – CONSIDERATION AND POSSIBLE ACTION ON A RESOLUTION NO. 17-2 BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT APPROVING THE DISTRICT’S GRANT APPLICATION FOR A FEASIBILITY STUDY FOR THE PALMDALE REGIONAL GROUNDWATER RECHARGE AND RECOVERY PROJECT UNDER THE U.S. BUREAU OF RECLAMATION’S WATERSMART PROGRAM ENTITLED “DEVELOPMENT OF FEASIBILITY STUDIES UNDER THE TITLE XVI WATER RECLAMATION AND REUSE PROJECTS FOR FISCAL YEAR 2017.”***

Recommendation:

That the Board:

1. Approve the submittal of a grant application to U.S. Bureau of Reclamation’s Title XVI Feasibility Study Program for the Palmdale Groundwater Recharge and Recovery Project;
2. Approve entering into a cost sharing agreement with the U.S. Bureau of Reclamation through in-kind services in an amount not to exceed \$50,034.

Background:

The District has completed an appraisal level study for the Palmdale Groundwater Recharge and Recovery Project.

In December, 2016, Congress approved the Water Infrastructure Improvement for the Nation Act. The Act includes the reform and revitalization of the Title XVI water recycling program and converts it to a competitive grant program.

Historically Congress has required that feasibility reports requesting funding under the Title XVI Program meet the standards of the U.S. Bureau of Reclamation.

Funding under this grant application would facilitate the completion of a feasibility report to U.S. Bureau of Reclamation Standards.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matthew Knudson, Assistant General Manager

January 4, 2017

Strategic Plan Initiative:

This work is part of Strategic Initiative # 1 – Water Resource Reliability

Budget:

The proposed budget of \$50,034 is covered under the projected 2017 budget.

Supporting Documents:

- Resolution No. 17-2
- Grant application

RESOLUTION No. 17-2
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
APPROVING THE DISTRICT'S GRANT APPLICATION FOR THE
PALMDALE REGIONAL GROUNDWATER
RECHARGE AND RECOVERY PROJECT FOR
THE U.S. BUREAU OF RECLAMATION'S
WATERSMART FEASIBILITY STUDIES UNDER TITLE XVI
WATER RECLAMATION AND REUSE PROJECT FOR FISCAL YEAR 2017

WHEREAS, the United States Department of Interior, Bureau of Reclamation (the "Bureau") has established the WaterSMART: Development of Feasibility Studies under the Title XVI Water Reclamation and Reuse Program for 2017 (the "WaterSMART Program") to provide funding opportunities for entities seeking new water supplies using water recycling and reuse technologies;

WHEREAS, the Palmdale Water District has need for funding to complete a feasibility level study of using recycled water to meet future municipal and industrial water needs, particularly for the Palmdale Regional Groundwater Recharge and Recovery Project (the "Project");

WHEREAS, the WaterSMART Program requires at least 50 percent non-Federal cost share funding and/or in-kind contribution from applicants, and the Board finds the District has the capability of funding its required share of the Project under its current Budget for 2017.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Funding for the Palmdale Regional Groundwater Recharge and Recovery Project (the "Project") under the WaterSMART Grant Program meets the objectives of Strategic Initiative # 1 – Water Resource Reliability.

SECTION 2. If selected for a WaterSMART Grant, up to 66.7% (\$50,034) of the total project costs of \$75,000 through in-kind services shall be committed for funding the District's proportionate share of the Project, as may be required by the Bureau of Reclamation under the WaterSMART Grant Program, and the District will work with the Bureau to meet established deadlines for entering into an agreement to commit such funds.

PASSED, APPROVED AND ADOPTED THIS: 11th day of January, 2017.

Robert Alvarado, President
Board of Directors
Palmdale Water District

Joe Estes, Secretary
Board of Directors
Palmdale Water District

Aleshire & Wynder, LLP
District Legal Counsel

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:** Palmdale Water District

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

95-6004540

*** c. Organizational DUNS:**

8319817460000

d. Address:

* Street1: 2029 East Avenue Q

Street2:

* City: Palmdale

County/Parish:

* State: CA: California

Province:

* Country: USA: UNITED STATES

* Zip / Postal Code: 93550

e. Organizational Unit:

Department Name:

Engineering

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

James

Middle Name:

* Last Name: Riley

Suffix:

Title: Engineering/Grant Manager

Organizational Affiliation:

Palmdale Water District

* Telephone Number: 661-456-1020

Fax Number: 661-947-8604

* Email: jriley@palmdalewater.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

D: Special District Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Bureau of Reclamation

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

BOR-DO-17-F003

* Title:

WaterSMART: Development of Feasibility Studies under the Title XVI Water Reclamation and Reuse Program for Fiscal Year 2017

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Palmdale Groundwater Recharge and Recovery Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="25,000.00"/>
* b. Applicant	<input type="text" value="50,034.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="75,034.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:Prefix: * First Name: Middle Name: * Last Name: Suffix: * Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Leave Blank	Leave Blank	\$ 25,000.00	\$ 50,034.00	\$	\$	\$ 75,034.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 25,000.00	\$ 50,034.00	\$ 0.00	\$ 0.00	\$ 75,034.00

SECTION B - BUDGET CATEGORIES						
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY					Total (5)
	(1) Project Lead	(2) GIS	(3) CADD	(4) CADD		
a. Personnel	\$ 52,325.00	\$ 4,123.00	\$ 3,986.00	\$	\$ 60,434.00	
b. Fringe Benefits	11,592.00	1,359.00	1,649.00		14,600.00	
c. Travel	0.00	0.00	0.00		0.00	
d. Equipment	0.00	0.00	0.00		0.00	
e. Supplies	0.00	0.00	0.00		0.00	
f. Contractual	0.00	0.00	0.00		0.00	
g. Construction	0.00	0.00	0.00		0.00	
h. Other	0.00	0.00	0.00		0.00	
i. Total Direct Charges (sum of 6a-6h)	63,917.00	5,482.00	5,635.00	0.00	75,034.00	
j. Indirect Charges	0.00	0.00	0.00	0.00	0.00	
k. TOTALS (sum of 6i and 6j)	\$ 63,917.00	\$ 5,482.00	\$ 5,635.00	\$ 0.00	\$ 75,034.00	
7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	

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Previous Edition Usable

Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Title XVI Feasibility Study Fiscal Year 2017	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 50,000.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 50,000.00	\$ 0.00	\$ 0.00	\$ 50,000.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 25,000.00	\$ 10,000.00	\$ 10,000.00	\$ 5,000.00	\$ 0.00
14. Non-Federal	50,000.00	20,000.00	20,000.00	10,000.00	0.00
15. TOTAL (sum of lines 13 and 14)	\$ 75,000.00	\$ 30,000.00	\$ 30,000.00	\$ 15,000.00	\$ 0.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. Title XVI Feasibility Study Fiscal Year 2017	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: 0		22. Indirect Charges: 0			
23. Remarks:					

INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the Catalog program title and the Catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the Catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the Catalog program title on each line in *Column* (a) and the respective Catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g)

For new applications, leave Column (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

For continuing grant program applications, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For supplemental grants and changes to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5 - Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Line 6a-i - Show the totals of Lines 6a to 6h in each column.

Line 6j - Show the amount of indirect cost.

Line 6k - Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

Line 7 - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program

INSTRUCTIONS FOR THE SF-424A (continued)

narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal Resources

Lines 8-11 Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) - Enter the contribution to be made by the applicant.

Column (c) - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e) - Enter totals of Columns (b), (c), and (d).

Line 12 - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13 - Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14 - Enter the amount of cash from all other sources needed by quarter during the first year.

Line 15 - Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16-19 - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

Line 20 - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21 - Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22 - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23 - Provide any other explanations or comments deemed necessary.

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

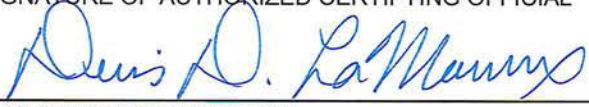
PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 		TITLE General Manager
APPLICANT ORGANIZATION Palmdale Water District		DATE SUBMITTED January 2, 2017

WaterSMART

Development of Feasibility Studies Under the Title XVI Water Reclamation and Reuse Program Grants for FY 2017

**Response to Funding Opportunity Announcement No.
BOR-DO-17-F003
Funding Group 1**

Palmdale Regional Groundwater Recharge and Recovery Project

Dennis LaMoreaux
General Manager
Palmdale Water District
2029 East Avenue Q
Palmdale, California 93550
Phone: (661) 456-1017 Fax: (661) 947-8604
dlamoreaux@palmdalewater.org

Point of Contact
James Riley, P.E.
Engineering and Grant Manager
Palmdale Water District
2029 East Avenue Q
Palmdale, California 93550
Phone: (661) 456-1020; Fax: (661) 947-8604
jriley@palmdalewater.org



**Palmdale Water District
January 5, 2017**

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TECHNICAL PROPOSAL

1.0 EXECUTIVE SUMMARY

Application Date: January 5, 2017

Estimated Start Date: January 1, 2017

Estimated End Date: May 30, 2018

Applicant Name: Palmdale Water District
Palmdale, California

Project Location: Los Angeles County, California

Project Title: Palmdale Regional Groundwater Recharge and Recovery Project

Project Summary:

The Palmdale Regional Groundwater Recharge and Recovery Project will evaluate at the feasibility level the use of recycled water for groundwater banking, storage and extraction to meet future municipal water demands. The project will provide water storage and delivery features to optimally use Palmdale Water District's (District) California State Water Project (SWP) water allocation and local recycled water to stretch water supplies and to meet long term water demands. Of the District's present annual water supply of 23,000 acre-feet, approximately 50% is delivered from the California Aqueduct of the SWP, 10% from storage in nearby Littlerock Dam, and 40% from groundwater wells in the Antelope Valley.

Environmental issues on the California Delta places at risk the District's water supply from the SWP. In addition, the local groundwater basin which supplies water to the District is presently in an overdraft condition. The District's water demand at population build-out is 44,600 acre-feet. Therefore, using recycled water is critical to the future municipal needs of the area. Long term, the recycled water project will utilize 12,100 acre-feet of recycled water from Los Angeles County Sanitation District No. 2 Palmdale Water Reclamation Plant. The California State Water Project (SWP) water and the recycled water will be blended together and then recharged to the Antelope Valley Groundwater Aquifer.

Appraisal level cost of the Palmdale Regional Groundwater Recharge and Recovery project is in the \$55 million range in capital facilities costs. Other costs would include water purchases. Infrastructure will include a new 30-inch diameter, seven (7) mile long pipeline from the California Aqueduct to the recharge site. New spreading grounds of 160 acres will be constructed to recharge water to the groundwater basin. For Phase I, four (4) new extraction wells will be constructed to recover the water during dry years. An additional four (4) wells would be constructed as part of Phase 2. A small 420 kilowatt hydropower plant would be constructed during Phase 2 on the 30-inch pipeline that conveys water from the California Aqueduct. See Figure 1 for general project location.

Figure 1 – General Location of Project



2.0 TITLE XVI FEASIBILITY TECHNICAL STUDY DESCRIPTION

2.1. Background

The Palmdale Water District (District) is located in Los Angeles County about 60 miles north of the city of Los Angeles. The District was organized in 1918 and now provides service to an area of approximately 40 square miles, consisting of 28,000 connections to 120,000 residents in the City of Palmdale as well as substantial adjacent areas outside the City limits. Currently, the District's typical annual water supply of 23,000 acre-feet is met through three sources:

- Imported water of 11,500 acre-feet from the SWP via the East Branch of the California Aqueduct is treated at the District's Leslie O. Carter Water Treatment Plant;
- Surface water supply of 2,300 acre-feet from Littlerock Dam Reservoir is also treated at the treatment plant; and
- Groundwater supply of 9,200 acre-feet from 22 active wells located in the Antelope Valley of Los Angeles County.

2.2 Completed Appraisal (Sub-Feasibility) Level Study in June 2016

In June 2016, the District completed a planning study to evaluate the merits of a water recycling and groundwater banking program for storage and recovery. Alternatives were evaluated that would help meet the future water demands and improve water supply reliability. New facilities would be constructed to recharge and recover State Water Project (SWP) water as well as recycled water. Appraisal level costs were prepared for each of the alternatives.

Infrastructure would include new spreading grounds to recharge water as well as recovery wells. Recycled water would be replenished continuously with surplus SWP water for storage in the groundwater basin during normal and wet years allowing for efficient utilization of SWP.

2.3 Table A — Water Allocations for SWP Water

In several instances in this grant application, reference is made both to SWP water and Table A allocations. The annual allocation of water supply from the SWP for Table A allocations is entirely dependent on the hydrologic cycle and the projected water supply for the current hydrology conditions.

There are a total of 29 entities that comprise what is referred to as State Water Contractors. The District is one of those State Water Contractors. The contractors work together each year to see if one entity is not going to use their water allocation for the current year. In some years, this unused water could be purchased by another entity such as the Palmdale Water District and stored in the groundwater basin that is the subject of this feasibility level study.

2.4 Title XVI Feasibility Technical Study Approach

From results of the District's study of June 2016, described in Section 2.2 above, the District is now seeking funds from Reclamation to complete a feasibility level study to meet the U.S. Bureau of Reclamation Title XVI Feasibility Report standards. The District envisions that the following tasks would need to be addressed in the feasibility level study.

The focus of this feasibility study is to build upon the completed appraisal level study of June 2016 and fill in the gaps where information is missing to complete a feasibility study and report that conforms to Title XVI Feasibility Report Standards. A significant amount of information exists in the completed appraisal level study. The Tasks below provide an estimate of the percentage of information in the existing appraisal report that meets Title XVI standards.

Task 1 – Update Introductory Information.

Title XVI Report Requirement	Existing Appraisal Report
<p>Identification of the non-Federal project sponsor(s).</p> <p>A description of the study area and an area/project map.</p> <p>A definition of the study area in terms of both the site-specific project area where the reclaimed water supply will be needed and developed, and any reclaimed water distribution systems.</p>	<p>99% covered in appraisal report</p>

Task 2 – Update Statement of Problems and Needs.

Title XVI Report Requirement	Existing Appraisal Report
<p>Describe key water resource management problems and needs for which water reclamation and reuse may provide a solution, including the following information. All projections shall be reasonable and for a minimum of 20 years.</p> <p>Description of the problem and need for a water reclamation and reuse project.</p> <p>Description of current and projected water supplies, including water rights, and potential sources of additional water, other than the proposed Title XVI project, and plans for new facilities.</p> <p>Description of current and projected water demands.</p> <p>Description of any water quality concerns for the current and projected water supply.</p> <p>Description of current and projected wastewaters and disposal options other than the proposed Title XVI project, and plans for new wastewater facilities, including projected costs.</p>	<p>95% covered in appraisal report</p>

Task 3 – Update Water Reclamation and Reuse Opportunities.

Title XVI Requirement	Existing Appraisal Report
<p>Address the opportunities for water reclamation and reuse in the study area, and identify the sources of water that could be reclaimed, including the following information.</p> <p>Description of all uses for reclaimed water, or categories of potential uses, including, but not limited to, environmental restoration, fish and wildlife, groundwater recharge, municipal, domestic, industrial, agricultural, power generation, and recreation. Identify any associated water quality, and associated treatment requirements.</p> <p>Description of the water market available to utilize recycled water to be produced, including:</p> <p>Identification of potential users, expected use, peak use, on-site conversion costs, desire to use recycled water, including letters of intent if available.</p> <p>Description of any consultation with potential recycled water customers and description of the market assessment procedures used.</p> <p>Discussion of considerations (for example: physical, converting systems for reused water, or public acceptance) which may prevent implementing a water reuse project. Identify methods or community incentives to stimulate recycled water demand, and methods to eliminate obstacles which may inhibit the use of reclaimed water, including pricing.</p> <p>Identification of all the water and wastewater agencies that have jurisdiction in the potential service area or over the sources of reclaimed water.</p> <p>Description of potential sources of water to be reclaimed, including impaired surface and ground waters.</p> <p>Description and location of the source water facilities, including capacities, existing flows, treatment processes, design criteria, plans for future facilities, and quantities of impaired water available to meet new reclaimed and reused water demands. Description of the current water reuse taking place, including a list of reclaimed water uses, type and amount of reuse, and a map of existing pipelines and use sites.</p> <p>Summary of water reclamation and reuse technology currently in use, and opportunities for development of improved technologies.</p>	<p>90% covered in appraisal report</p>

Task 4 – Update Description of Alternatives.

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>Description of the non-Federal funding condition. The reasonably foreseeable future actions that the non-Federal project sponsor would take if Federal funding were not provided for the proposed water reclamation and reuse project, including estimated costs.</p> <p>Statement of the objectives all alternatives are designed to meet.</p> <p>Description of other water supply alternatives considered to accomplish the objectives to be addressed by the proposed Title XVI project, including benefits to be gained by each alternative, total project cost, life cycle cost, and corresponding cost of the project water produced expressed in dollars per million gallons (MG), and/or dollars per acre-foot. An appraisal level cost estimates, or better, is acceptable for these alternatives.</p> <p>Description of the proposed Title XVI project including detailed project cost estimate; annual operation, maintenance, and replacement cost estimate; and life cycle costs shall be provided with sufficient detail to permit a more in-depth evaluation of the project, including non-construction costs. In this regard, the cost estimates shall clearly identify expenditures for major structures and facilities, as well as other types of construction and non-construction expenses, and shall be based on calculated quantities and unit prices. The estimated costs shall also be presented in terms of dollars per MG, and/or dollars per acre-foot of capacity, so as to facilitate comparison of the alternatives. References, design data, and assumptions must be identified. The level of detail shall be as required for feasibility studies in RM D&S, <i>Cost Estimating</i> (FAC 09-01).</p> <p>Description of waste-stream discharge treatment and disposal water quality requirements for the proposed Title XVI project.</p> <p>Description of at least two alternative measures, or technologies available for water reclamation, distribution, and reuse for the project under consideration. These alternatives must be approvable by the state(s) or tribal authorities in which the project will be located.</p>	<p>75% covered in appraisal report</p>

Task 5 – Update Economic Analysis.

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>The economic analysis included in the feasibility study report shall describe the conditions that exist in the area and provide projections of the future with, and without, the project. Emphasis in the analysis must be given to the contributions that the plan could make toward alleviation of economic problems and the meeting of future demand.</p> <p>The Title XVI feasibility study must include a cost comparison of alternatives that would satisfy the same demand as the proposed Title XVI project. Alternatives used for comparison must be likely and realistic, and developed with the same standards with respect to interest rates and period of analysis.</p> <p>When a Title XVI project provides water supplies for municipal and industrial use, the benefits of the Title XVI project can be measured in terms of the cost of the alternative most likely to be implemented in the absence of the project. This is assuming that the two alternatives would provide comparable levels of service.</p> <p>Some Title XVI project benefits may be difficult to quantify; for example, a drought tolerant water supply, reduced water importation, and other social or environmental benefits. These benefits shall be documented and described qualitatively as completely as possible. These qualitative benefits can be considered as part of the justification for a Title XVI project in conjunction with the comparison of project costs described above.</p>	<p>75% covered in appraisal report</p>

Task 6 - Update Selection of the Proposed Title XVI Project.

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>Provide a justification of why the proposed Title XVI project is the selected alternative in terms of meeting objectives, demands, needs, cost effectiveness, and other criteria important to the decision.</p> <p>Provide an analysis of whether the proposed Title XVI project would address the following:</p> <ul style="list-style-type: none"> Reduction, postponement, or elimination of development of new or expanded water supplies; Reduction or elimination of the use of existing diversions from natural watercourses, or withdrawals from aquifers; Reduction of demand on existing Federal water supply facilities; and Reduction, postponement, or elimination of new or expanded wastewater facilities. 	<p>80% covered in appraisal report</p>

Task 7 – Update Environmental Consideration and Potential Effects.

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>Discussion whether, and to what extent, the proposed Title XVI project will have potentially significant impacts on endangered or threatened species, public health or safety, natural resources, regulated waters of the United States, or cultural resources.</p> <p>Discussion whether, and to what extent, the project will have potentially significant environmental effects, or will involve unique or undefined environmental risks.</p> <p>Description of the status of required Federal, state, tribal, and/or local environmental compliance measures for the proposed Title XVI project, including copies of any documents that have been prepared, or results of any relevant studies.</p> <p>Any other information available to the study lead that would assist with assessing the measures that may be necessary to comply with NEPA, and other applicable Federal, state or local environmental laws Discussion of how the proposed Title XVI project will affect water supply and water quality from the perspective of a regional, watershed, aquifer, or river basin condition.</p> <p>Discussion of the extent to which the public was involved in the feasibility study, and a summary of comments received, if any.</p> <p>Description of the potential effects the project may have on historic properties. Discussion must include potential mitigation measures, the potential for adaptive reuse of facilities, an analysis of historic preservation costs, and the potential for heritage education, if necessary.</p> <p>If, at a later date, Reclamation will recommend the project to the Congress, or provide funds for construction, appropriate NEPA, and other environmental compliance, must be completed.</p>	<p>75% covered in appraisal report</p>

Task 8 – Update Legal and Institutional Requirements.

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>The Title XVI feasibility study shall identify any legal or institutional requirements, or barriers to implementing the proposed Title XVI project.</p> <p>Analysis of any water rights issues potentially resulting from implementation of the proposed water reclamation and reuse project. All proposed Title XVI projects must comply with state water law.</p> <p>Discussion of legal and institutional requirements (e.g., contractual water supply obligations, Indian trust responsibilities, water rights settlements, regional water quality control board requirements), state, and/or local requirements with the potential to affect implementation of the project. Title XVI projects using Reclamation project water must address contractual requirements as described in RM Policy, <i>Reuse of Project Water</i> (WTR P09).</p> <p>Discussion of the need for multi-jurisdictional or interagency agreements, any coordination undertaken, and any planned coordination activities.</p> <p>Discussion of permitting procedures required for the implementation of water reclamation projects in the study area, and any measures that the non-Federal project sponsor can implement that could speed the permitting process.</p> <p>Discussion of any unresolved issues associated with implementing the proposed water reclamation and reuse project, how and when such issues will be resolved, and how the project would be affected if such issues are not resolved. Identification of current and projected wastewater discharge requirements resulting from the proposed Title XVI project (e.g., brine disposal).</p> <p>Description of rights to wastewater discharges resulting from implementation of the proposed Title XVI project.</p>	<p>75% covered in appraisal report</p>

Task 9 – Update Financial Capability of Sponsor.

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>Proposed schedule for project implementation.</p> <p>Discussion of the willingness of the non-Federal project sponsor to pay for its share of capital costs and the full operation, maintenance, and replacement costs.</p> <p>A plan for funding the proposed water reclamation and reuse project's construction, operation, maintenance, and replacement costs, including an analysis of how the non-Federal project sponsor will pay construction and annual operation, maintenance, and replacement costs.</p> <p>Description of all Federal and non-Federal sources of funding and any restrictions on such sources, for example, minimum or maximum cost-share limitations. Generally, for Title XVI authorized projects, the Federal cost share is limited to 25 percent, or \$20,000,000, whichever is less.</p>	<p>75% covered in appraisal report</p>

Task 10 – Update on Research Needs

Title XVI Feasibility Report Requirement	Existing Appraisal Report
<p>Description of research needs associated with the proposed water reclamation and reuse project, including the objectives to be accomplished through research.</p> <p>Description of the basis for Reclamation participation in the identified research.</p> <p>Identification of the parties who will administer and conduct necessary research.</p> <p>Identification of the timeframe necessary for completion of necessary research.</p>	<p>90% covered in appraisal report</p>

2.5 Milestones

Task 1 – Introduction	January 31, 2017
Task 2 - Problems and Needs	January 31, 2017
Task 3 – Water Reclamation and Reuse Opportunities	March 31, 2017
Task 4 – Description of Alternatives	June 20, 2017
Task 5 – Economic Analysis	August 31, 2017
Task 6 – Selection of Proposed Title XVI Project	September 30, 2017
Task 7 – Environmental Consideration and Potential Effects	October 31, 2017
Task 8 – Legal and Institutional Requirements.....	November 30, 2017
Task 9 – Financial Capability of Sponsor	November 30, 2017
Task 10 – Research Needs.....	November 30, 2017
Submit to Reclamation for Review	November 30, 2017
Reclamation Review Completed	April 30, 2018
Final Title XVI Report	May 30, 2018

3.0 EVALUATION CRITERION

3.1 Evaluation Criterion 1: Statement of Problems and Needs —10 Points

3.1.1 Water Needs of Palmdale Water District

The District serves a combination of residential, commercial, and industrial users, with essentially no agriculture. The District's current water delivery system provided approximately 23,000 acre-feet each year in 2013 and 2014. Table 1 provides a water demand projection for the District's service area, based on the District's 2016 Water Master Plan.

By 2040, demand is projected to be 31,100 acre-feet per year. A land use analysis indicates that demand will be 44,600 acre-feet per year under build-out conditions.

Table 1: Projected Water Demands for Palmdale Water District Service area

Year	Annual Average Demand (AF/yr)
2015	24,809
2020	25,900
2030	28,500
2040	31,100
2050	33,873
2060	36,892
2070	40,181
2080	43,764
<i>Buildout</i>	<i>44,600</i>

To determine the need for recycled water several assumptions were made as follows:

- from adjudication of the Antelope Valley Groundwater Basin the District would receive a groundwater right of 7,200 acre-feet/year beginning with an effective date of 2022. This is a reduction from the District's historical groundwater pumping of 12,000 acre-feet.
- District would receive an average allocation of 58% of its 21,300 acre-feet /year Table A allocation from the SWP which would amount to 12,354 acre-feet/year; and
- 4,000 acre-feet/year of local surface water would be available in Littlerock Reservoir

Based on these assumptions future water supply deficits would likely occur during these time frames.

- a water supply deficit could start by 2021.
 - by 2040, it is estimated that the deficit will reach approximately 7,500 acre-feet/year.
- by 2067, this deficit would reach approximately 15,600 acre-feet/year; and
- At build-out (2080) the deficit would reach 21,600 acre-feet/year.

In dry years, when the SWP allocation is less than 58% of Table A allocation, these deficits would be much larger without long-term water supply storage such as with groundwater banking.

3.1.2 Regional Water Needs of Antelope Valley

Given that the Antelope Valley is highly dependent on imported SWP water for water supply, it is commensurately dependent on the hydrological availability of surface water in every year. The greater Antelope Valley will face a water supply deficit under average, dry and multi-dry year hydrological conditions. Table 2 presents the additional water supplies required for Antelope Valley through year 2040.

Table 2 — Additional Supplies Required for Other Areas of Antelope Valley

Assumed Hydrologic Condition	2015	2020	2025	2030	2035	2040
Average Year SWP Table A Amount Required (acre-feet / year)		-	5,000	32,200	55,700	84,700
Multi-Dry Year SWP Table A Amount Required (acre-feet I year)		-	25,000	28,300	31,400	35,800
Single Thy Year Water Banking Capacity Required (acre-feet/year)	10,400	8,400	17,400	30,600	41,900	55,800

3.2 Evaluation Criterion 2: Water Reclamation and Reuse Opportunities — 15 points

- (1) *Describe how the feasibility study will investigate potential uses for reclaimed water (e.g., environmental restoration, fish and wildlife, groundwater recharge, municipal, domestic, industrial, agricultural, power generation, and recreation).*

The District completed in June 2016, an appraisal study that evaluated the potential for water reuse and groundwater banking to meet its future water demands. Ten alternatives for delivery recycled water for groundwater recharge were investigated at the appraisal level. From the alternatives, a preferred water delivery and recharge system has been selected for study at the feasibility level. At build-out population for the District's service area, the future unallocated 12,100 acre-feet of effluent water from the Los Angeles County Sanitation District's Palmdale Water Reclamation Plant would be put to beneficially use through the proposed Palmdale Regional Groundwater Recharge and Recovery Project.

A small hydropower plant of 420 kilowatt that would potentially generate 3,000,000 kilowatt-hours of electricity will be evaluated in the feasibility study.

- (2) *Describe the potential water market available to use any recycled water that might be produced upon completion of a water reuse project, as well as methods to stimulate recycled water demand and methods to eliminate obstacles for use of reclaimed water.*

The District is both a developer of water supplies and a retailer for the developed water supply. As such, the District would use the 12,100 acre-feet of recycled water and blend it with water from the SWP and/or another source for subsequent recharge to the groundwater aquifer.

- (3) *Describe the sources of water that will be investigated for potential reclamation, including impaired surface and ground waters.*

Wastewater from Los Angeles County Sanitation District's Palmdale Water Reclamation Plant would be used as the recycled water component of the groundwater recharge plan. At the present time the effluent from the plant produces about 10,000 acre-feet per year and is disposed of by use on non-edible agricultural crops. In November 2016, the Sanitation District and the Palmdale Water District signed an agreement that provides the District the right to use the reclaimed water for the Palmdale Regional Groundwater Recharge and Recovery Project.

3.3 Evaluation Criterion 3: Description of Potential Alternatives — 15 points

- (1) *Describe the objectives that all alternatives will be designed to meet. What other water supply alternatives will be investigated as part of the feasibility study?*

The overarching objective is to meet the District's ultimate water demand of 44,600 acre-feet at population build-out. This will require an additional reliable water supply of 21,600 above the existing water supply. Another objective is to make maximum use of locally available water from waste water treatment plants. This will require blending a water source of good quality with recycled water in which the blended water could be recharged to the groundwater aquifer and be used as a storage reservoir during drought years.

As discussed in previous sections of this grant application, an evaluation at the appraisal level of ten alternatives was made. In addition, a comparison was made of what would the cost be to not include recycled water as part of the District's portfolio of water supply projects. To arrive

at the cost, an assumption was made that the next best alternative would be to purchase SWP Table A water from one of the other 29 SWP Contractors.

Completed Appraisal Level Alternatives

Ten (10) alternatives were evaluated at the appraisal level and documented in the June 2016 report Generalizations regarding the alternatives include:

- Alternatives 1 and 2 assume run-of the river for recharge, with Alternative 1 delivering imported water directly from the East Branch of the California Aqueduct of the SWP. Alternative 2 would utilize a pipeline to deliver from the East Branch to a point in Littlerock Creek about half-way to Palmdale Boulevard; thus, avoiding most of the gravel quarries.
- Alternatives 3 through 10 assume pipeline delivery of imported water from the East Branch directly to constructed recharge basins, with no water in or from Littlerock Creek.
- The recharge basins for Alternatives 3 and 9 are proposed on the east side of the Littlerock Creek, and would be served from a new turnout along 87th Street and pipeline continuing north in 90th Street.
- The recharge basins for Alternatives 4, 5, 6, 7, 8 are proposed on the west side of the Littlerock Creek, and would be served from a new turnout (and pipeline) along 70th Street.
- Alternatives 7, 8, and 9 are within the limits of the Los Angeles World Airport (LAWA) 17,000-acre property that was acquired in the 1960s for a regional airport that was never constructed. Alternative 6 is mostly within LAWA property. Alternatives 3, 4, and 5 are south of the LAWA property, and Alternative 10 is north of the LAWA property. Alternative 10 is located within an area designated by Los Angeles County Sanitation District for a future Effluent Management Site.
- Alternative 10 alignment was further refined to become Alternative 10A, 10B and 10C.

Purchase of Additional State Water Project Water

This alternative was not addressed in the appraisal study but will be evaluated in the feasibility study.

Water Conservation

Water conservation was included in the future water demands in the appraisal study. In the feasibility study, an expanded discussion will be included to incorporate programs such as water saving household feature such as showers and toilets and the adoption of Landscape Water Efficiency measure.

- (2) *Provide a general description of the proposed project that will be the subject of a feasibility study.*

An appraisal level study was completed in June 2016 with a recommendation that alternative 10 C be investigated at the feasibility level. The study would address the feasibility report requirements as presented in Reclamation's Directive and Standard (D&S) for feasibility studies conducted under the Bureau of Reclamation's Water Reclamation and Reuse (Title XVI) Program.

The appraisal level cost of the recycled water project is in the \$55 million range in capital facilities. Additional costs will be incurred for the purchase of recycled water and SWP water. Infrastructure will include a new 30-inch diameter, seven (7) mile long pipeline from the California Aqueduct to the recharge site. New spreading grounds of 160 acres will be constructed to recharge water to the groundwater basin. For Phase I, four (4) new extraction wells will be constructed to recover the water during dry years. An additional four (4) wells would be constructed as part of Phase 2. Phase 2 could be constructed along with Phase 1 if other partners decide to participate in the project. During Phase 2, a small 420 kilowatt hydropower plant could possibly be constructed on the 30-inch pipeline that conveys water from the California Aqueduct.

Proposed project features of Alternative 10 C to be studied at the feasibility level include:

- *SWP Turnout:* A new 50-cfs turnout would be constructed at the intersection of the aqueduct and 87th Street or 106th Street.
- *Groundwater Basin(s):* The alternative recharges the Lancaster sub-basin. Surface area of the recharge basin is 160 acres from the appraisal level study of June 2016.
- *Recharge Site:* The project area's perimeter is comprised of 100th Street to the west, East Avenue L to the north, and 105th Street to the east. The area extends approximately 0.5 miles south of East Avenue L.
- *Distribution Site:* The 1-million gallon head tank, pump headers, and chlorination building are intended to accommodate the ultimate demand.
- *Raw Water Conveyance:* The raw water supply is proposed to be conveyed from the new turnout either (1) 7.9 miles north along 87th/90th Street, 1.5 miles east across Avenue N, then 1.5 miles north along 105th Street, or (2) 9.0 miles north along 106th/105th Street. The westerly (90th Street) alignment involves 9.9 miles of 30-inch and 1.5 miles of 36-inch pipeline. The easterly (105th Street) alignment requires 7.5 miles of 30-inch and 1.5 mile of 36-inch pipeline. Although the westerly (90th Street) alignment is 1.9 miles longer, it is also closer the District's distribution system for the delivery of potable extraction water.
- *Recycled Water Conveyance:* The recycled water is proposed to be supplied from Los Angeles County Sanitation District's existing pipeline along Avenue N to a turn-out delivering recycled water to the combined raw water and recycled water pipeline along 105th Street described above.

- *Recovery Wells:* This alternative requires 8 recovery wells at build-out, all with a capacity of 1,200 gallons-per-minute (gpm) in the Lancaster sub-basin. Two of the wells are spares. The wells are located 4,500 feet from the center of the recharge site in a radial pattern. The first phase of the project requires 4 wells in the Lancaster sub-basin. The remaining 4 wells would be constructed in the second phase of the project.
- *Hydropower Evaluation:* A small hydropower plant will be evaluated at the feasibility level. The appraisal level concluded that a plant of approximately 420 kilowatt could be installed on the pipeline leading from the SWP California Aqueduct to the recharge basin. The elevation drop in this distance is about 300 feet.

If other partners participate in the construction of the project, it will be necessary to include a pump and pipeline to deliver raw (untreated) water to interties for the partner participants.

Describe alternative measures or technologies for water reclamation, distribution, and reuse that will be investigated as part of the feasibility study.

The technology used will be to determine the optimum ratio of blended SWP water or other water sources and recycled water to recharge to the groundwater basin. This blending is required in order to meet State of California regulations concerning the use of treated wastewater for recharge to a groundwater aquifer.

In order to ensure the most effective blended ratio of recycled water and diluent water for the size of the water bank, four blending options were defined at the appraisal level. These preliminary blending options will be further refined in the feasibility level analysis.

- *Blending Option 1 — Low Water Treatment Plant (WTP) Utilization:* This option assumes minimal surface water allocation for treatment at the District's water treatment plant, with surface water treatment remaining constant at about 4,000 acre-feet per year over the project's life cycle. This minimal flow is intended to maintain granular activated carbon filters at the treatment plant. The remaining surface water would be stored in the water bank through surface spreading and recovered using new wells. This option applies to all ten (10) alternatives.
- *Blending Option 2 — Moderate WTP Utilization with Recycled Water for Groundwater Recharge:* This option assumes that the treatment plant would serve only 25 percent of the total retail water demands every year. The remaining available surface water would be delivered to the water bank for both recovery and banking, with banked water available in dry years. Option 2 assumes groundwater recharge through a combination of surface and recycled water. This blending option applies to alternatives 3 through 10.
- *Blending Option 3 — Moderate WIT Utilization without Recycled Water for Groundwater Recharge:* This option is essentially the same as Blending Option 2, but assumes local surface water supply only for recharge. This option applies to only alternatives 1 and 2.

- *Blending Option 4 — High WTP utilization:* This scenario assumes that the majority of surface water would be treated at the District's water treatment plant. It also assumes that the water treatment plant's utilization will grow from about 25 percent of total retail water demands in the beginning of project's life cycle (2018) to about 65 percent by the end of project's 50-year financial evaluation (2067). The remaining surface water and available recycled water would be stored in the water bank and recovered using new wells. This blending option applies to all ten (10) alternatives.

With an initial recycled water contribution of 20%, increasing to 30% after 5 years, 40% after 8 years, and 50% after 11 years, the District concluded that when evaluated at the appraisal level, Blending Option 2 defines an optimum utilization of recycled water and project capacity. Through this blending option, the water treatment plant serves 25 percent of demands with the water bank serving 45.4%, 51.5%, and 54.4% of the water demand in 2040, 2067, and at build-out, respectively.

3.4 Evaluation Criterion 4: Stretching Water Supplies - 15 points

- (1) *Describe the potential for the project to reduce, postpone, or eliminate the development of new or expanded water supplies. Include description of any specific issues that will be investigated or information that will be developed as part of the feasibility study.*

The District and the City of Palmdale are taking proactive steps towards expanding the use of non-potable water to meet a variety of non-potable and indirect potable uses through the formation of the Palmdale Recycle Water Authority (a Joint Powers Authority comprised of the District and the City of Palmdale). One of the District's goals is to utilize any available recycled water for groundwater replenishment as part of the optimal blend of supply alternatives to address future needs. In essence, all of the available water in the District's service area will be used to meet the ultimate water demand at build-out for the District's delivery system boundaries.

- (2) *Describe the potential for the project to reduce or eliminate the use of existing diversions from natural watercourses or withdrawals from aquifers. Include description of any specific issues that will be investigated or information that will be developed as part of the feasibility study.*

The recommended project alternative (10C) provides the District with a reliable water supply solution for ultimate build-out and provides the most cost-effective solution when analyzed over a long-term basis. Given District's heavy dependence on SWP water for supply, water banking allows the District to maximize its SWP Table A allocations and minimize future purchase of Table A water in order to meet dry-year hydrological conditions. Additionally, the project's utilization of recycled water for recharge further offsets the need for SWP water. By implementing the Palmdale Regional Groundwater Recharge and Recovery Project that the demand for future import water such as from the SWP and/or other water imports would be reduced by 52,000 acre-feet annually.

In order to demonstrate the cost benefits of the recommended project, an appraisal level cost analysis of the recommended project versus two alternative water supply strategies was made: (1) water banking without recycled water (20,000 acre-feet more) and (2) no water banking (52,000 acre-feet more). Calculations as presented in the appraisal level report shows that implementation of the Palmdale Regional Groundwater Recharge and Recovery Project is \$300,000,000 less expensive than pursuing a continual course of purchasing water such as from the SWP. The appraisal level cost is presented using the cost for SWP as a comparison. Other sources of water will be considered at the feasibility level to fully weigh the cost of water recycling compared with the next best alternative.

(1) Describe the potential for the project to reduce the demand on existing Federal water supply facilities. Include description of any specific issues that will be investigated or information that will be developed as part of the feasibility study.

The federal project most likely affected would be the Central Valley Project (CVP) of California. The reduced future demand on diversions from imports outside of the Antelope Valley could be as much as 52,000 acre-feet annually.

3.5 Evaluation Criterion 5: Environment and Water Quality — 15 points

(1) Describe the potential for the project to improve the quality of surface or groundwater, including description of any specific issues that will be investigated or information that will be developed as part of the feasibility study.

The project would improve the quality of the Antelope Valley Groundwater Basin by recharging with good quality SWP water.

(2) Describe the potential for the project to improve flow conditions in a natural stream channel, including a description of any specific issues that will be investigated or information that will be developed as part of the feasibility study.

There would not be any direct improvement to stream flows in the project area. Littlerock Creek is not a perennial stream with no streamflow in the channel for most of the year. There could be an indirect benefit to streams which contribute flows to the SWP and the Bureau of Reclamation's Central Valley Project by a reduction in water demands on this imported water supply through implementation of local water recycling.

(3) Describe the potential for the project to provide water or habitat, for federally listed threatened or endangered species, including description of any specific issues that will be investigated or information that will be developed as part of the feasibility study.

The project would not directly provide water to threatened and endangered species in the project area. There would be an indirect benefit to the threatened and endangered species in Bay-Delta Area of California by reduction in water demands on imported SWP water supply through implementation of local water recycling.

3.6 Evaluation Criterion 6: Legal and Institutional Requirements — 10 Points

Points will be awarded based on the extent to which the proposal demonstrates that the feasibility study will address legal or institutional requirements or barriers to implementing a project, including water rights issues and any unresolved issues associated with implementation of a water reclamation and reuse project

3.6.1 Recycled Water Regulations

Alternatives with recycled water recharge would require permitting through the Regional Water Quality Control Board (RWQCB) and coordination with the extraction for potable use requirements from the California State Water Quality Control Board Division of Drinking Water (DDW) (formerly California Department of Public Health [CDPH]). The recycled water replenishment regulations adopted on June 18, 2014 identify the requirements and approval process, which can be lengthy and complex. Regulations require that any recycled water recharged be blended with a diluent source of higher quality water supply. While blending does not have to physically occur at the time of recharge, the replenishment area must be essentially the same for both recycled water and diluent supply for proper blending. It is anticipated that the initial blending requirement will be 80 percent diluent with 20 percent recycled water. With successful water quality testing and monitoring, it is anticipated that the blending requirement will gradually be decreased to 50 percent diluent water within 11 years.

In recent discussions with the Los Angeles County Sanitation District, the figure of 50 percent is probably too optimistic. Water recycling for groundwater replenishment in the Orange County area is present limited to about 38% by the California Water Quality Control Board. The feasibility level study will re-evaluate the allowable diluent ratios.

3.6.2 Groundwater Adjudication

Due to the extensive agricultural use over the past century, the Antelope Valley Groundwater Basin (AV Basin) has been in an overdraft condition (i.e., pumping greater than natural recharge) since about 1930, leading to rapidly declining groundwater head that caused land subsidence. In 1999, the process to adjudicate groundwater production rights in the AV Basin was initiated. In 2011, the adjudication court ruled that the safe yield (equivalent to natural recharge plus return flows) of the AV Basin is 110,000 acre-feet per year. Although groundwater production has declined significantly from its peak in the 1950s — 60s, it remains above the safe yield of the AV Basin. The adjudication process seeks to allocate the declared safe yield to the various groundwater producers in the AV Basin. This process will result in groundwater producers having diminished access to groundwater resources in the future. The adjudication process was completed in December 2015. Under the adjudication of the groundwater basin, the District would be assured of an annual water supply of 7,200 acre-feet.

3.7 Evaluation Criterion 7: Renewable Energy and Energy Efficiency — 10 points

Points will be awarded based on the extent to which the proposal demonstrates that the feasibility study will address methods to incorporate the use of renewable energy or will

otherwise address energy efficiency aspects of the water reclamation and reuse project being investigated.

3.7.1 Hydropower Potential

The available head drop from the California SWP Aqueduct to the point where recycled water and SWP water would be blended is approximately 300 feet. A preliminary analysis concludes that the available head of 300 feet and flow rate of 50 cubic feet per second (cfs) from the SWP California Aqueduct would sustain a 420 kilowatt power plant with a potential energy generation of 3,000,000 kilowatt-hours of electricity during wet years.

3.7.2 Greenhouse Gas Reduction

An analysis was conducted to estimate energy generation and greenhouse gas (GHG) reduction potential from the development of a hydropower project as part of Alternative 10 C. To calculate the GHG emissions associated with this renewable energy project the Southern California Edison (SCE) GHG emissions factor was used. The project results in a net average reduction of nearly 650 metric tons of CO₂ per year.

3.7.3 Self-Generation Incentive Program

A hydropower project is eligible for the Self-Generation Incentive Program (SGIP), which provides incentives to entities that produce electricity from renewables. The total SGIP incentive for this project is estimated to be \$449,400.

3.8 Evaluation Criterion 8: Watershed Perspective — 10 points

Points will be awarded based on the extent to which the proposal demonstrates that the feasibility study will address alternatives that promote and apply a regional or watershed perspective to water resource management.

The Antelope Valley region is located in northern Los Angeles County with a population of about 400,000. In response to meeting future water needs several entities within the valley united their efforts and developed an overall watershed management approach to meeting their future water needs.

These entities include:

- | | |
|--|---|
| — AVEK Water Agency | – Los Angeles County Sanitation District Nos. 14 and 20 |
| — City of Palmdale | – Los Angeles County Water Works |
| — City of Lancaster | Quartz Hill Water District |
| – Palmdale Recycle Water Authority | – Rosamond Community Services District |
| — Littlerock Creek Irrigation District | |

Working together these agencies in 2013 developed an Integrated Water Resource Management Plan (IWRMP) for Antelope Valley and prioritized a list of 17 projects to meet future needs of the watershed. The Palmdale Regional Groundwater Recharge and Recovery Project is one of those projects and will be a contributor from a watershed perspective. In terms of ranking, it was ranked as the 2nd highest in terms of priority for implementation in the IWRMP. The Palmdale Water District is in discussions with these entities to be partners in the construction of Palmdale Regional Groundwater Recharge and Recovery Project.

4.0 REQUIRED PERMITS OR APPROVALS

Applicants must state in the application whether any permits or approvals are required for developing the proposed feasibility study and explain the plan for obtaining such permits or approvals.

The Palmdale Regional Groundwater Recharge and Recovery Project appraisal level study identified potential environmental constraints for the ten (10) alternatives. Two reports have been completed and the findings documented:

- *Biological Constraints Associated with the Palmdale Water District's Littlerock Creek Groundwater Recharge and Recovery Project (Helix Environmental Planning, 2014)*
- *Phase I Cultural Resources Assessment for the Littlerock Creek Groundwater Recharge and Recovery Project (Applied Earthworks, Inc., 2014)*
- *Palmdale Regional Groundwater Recharge and Recovery Project Final Environmental Impact Report (Helix Environmental Planning, 2016)*

Key findings from these three reports are presented herein.

4.1 Biological

Biological investigation for the appraisal level study was based on a literature review and reconnaissance survey of the ten (10) preliminary alternative sites. The survey included mapping vegetation communities, developing comprehensive lists of plant and animal species observed, conducting habitat assessments for listed and sensitive species, and identifying areas or features potentially under the jurisdiction of federal and/or state resource agencies. The biological reconnaissance surveys were conducted on June 18 and 19, and November 18, 2014.

A thorough review was made of relevant maps, databases, and literature pertaining to biological resources known to occur within the study area. This literature review also served to place the project within a regulatory context, accounting for related and applicable federal and state regulations. Recent aerial imagery, topographic maps, and soils maps were acquired and reviewed to obtain updated information on the study area's biological setting. In addition, sensitive species and habitat databases were reviewed, including the California Department of Fish and Wildlife (CDFW), California Natural Diversity Database, the California Native Plant Society Electronic Inventory, and regional lists produced by the U.S. Fish and Wildlife Service (USFWS). The pre-survey investigation also included a verification of whether or not the project site falls within areas designated as final or proposed USFWS Critical Habitat for any federally-threatened or endangered species.

An appraisal level biological survey was made of all ten (10) alternatives. Based on the results of the biological reconnaissance, habitat assessments, and the project's regulatory context, the least-biologically constrained area within the Project site is Alternative site 10C. Except for several areas of active desert dunes and rabbit brush scrub, Alternative site IOC is entirely disturbed, with upland habitat dominated by Russian thistle.

Based on the potential constraints identified, the District recommended a suite of studies to fully disclose potential impacts and permitting requirements be addressed at the feasibility level:

- Rare plant survey, specifically targeting sagebrush loellingia;
- Protocol-level surveys for burrowing owl;
- Protocol-level surveys for desert tortoise;
- Protocol-level trapping for Mohave ground squirrel;
- Formal jurisdictional delineation; and
- Biological resources technical report to support California Environmental Quality Act (CEQA) and NEPA documentation.

Under a worse-case scenario and assuming impacts to resources could not be avoided, the following agency permits could be required:

- Federal Endangered Species Act (FESA) Section 7 Biological Opinion and Incidental Take Statement or Section 10(a) HCP and Incidental Take Permit from the USFWS for impacts on desert tortoise;
- California Endangered Species Act (CESA) Section 2080.1 Consistency Determination from CDFW for impacts on desert tortoise;
- CESA Section 2081 Memorandum of Agreement and Incidental Take Permit from CDFW for impacts on Mohave ground squirrel;
- Clean Water Act (CWA) Section 404 Individual Permit or Nationwide Permit from USACE for impacts on waters of the U.S. (if Littlerock Creek, including paled-channels and tributaries, is considered jurisdictional);
- CWA Section 401 Water Quality Certification from SWRCB or RWQCB for impacts on waters of the U.S./waters of the State (if Littlerock Creek, including paleo-channels and tributaries, is considered jurisdictional);
- State Porter-Cologne Water Quality Control Act Waste Discharge Requirements from the SWRCB or Regional Water Quality Control Board (RWQCB) for impacts on isolated waters of the State; and/or
- Fish and Game Code Section 1602 Streambed Alteration Agreement from CDFW for impacts on jurisdictional streambed or riparian habitat.

4.2 Cultural Resources

The District's cultural resources investigation was conducted in accordance with CEQA. An archaeological literature and records search, a search of the Sacred Lands File from the Native American Heritage Commission, and a reconnaissance level archaeological survey of 10 percent of the project area was performed. Native American individuals and organizations were also

contacted to obtain additional information and/or concerns regarding cultural resource issues related to the project.

The archaeological literature and records search indicated that 45 cultural resources are present within a 1-mile radius of the project area. A search of the Sacred Lands File from the Native American Heritage Commission indicated that no Native American cultural resources are known to exist within the immediate study area. Native American individuals and organizations were contacted to elicit information and/or concerns regarding cultural resource issues related to the proposed Project.

Comments received stated that Littlerock was a drawing area for Native American people. As such, it was suggested that an archaeological and Native American monitor be present for new development in undisturbed areas. It was also noted that the study area has been occupied continuously by Native American ancestors, and it was recommended that a culturally-affiliated Native American monitor to be present during all ground-disturbing activities. The Tribal Historic and Cultural Preservation Representative for the Fernandefio Tataviam Band, of Mission Indians indicated that the study area is located in a culturally sensitive area.

A reconnaissance level archaeological survey of 10 percent of project area (approximately 382 acres) was performed by on June 17-20, 2014 and November 17— 18, 2014. As a result, 17 archaeological resources were identified, 16 historic archaeological sites, and one prehistoric isolated artifact, indicating the archaeological sensitivity of the study area to be moderate to high. Once the project alternative and design are finalized, an intensive Phase I pedestrian survey of the direct impact areas is recommended. Based on this inventory of cultural resources the District recommends that an evaluation program be developed to assess the significance of these cultural resources as historical resources under CEQA. This recommended evaluation program will determine whether the project will impact any significant cultural resources, at which time further management recommendations can be made.

4.3 Water Quality Regulations

4.3.1 Title 22 report

California's Department of Public Health's Drinking Water Program Code of Regulations has established regulations regarding groundwater replenishment with recycled municipal wastewater. The Department requires that a Title 22 Report be completed by the project sponsor assessing the Littlerock Creek Groundwater Recharge and Recovery project's compliance with Code of Regulations. A draft Title 22 Report was completed in March 2016 and is the process of being reviewed by appropriate State of California Regulatory Agencies.

4.3.2 Criteria for blending

The feasibility level study will make refinements in the appraisal level analysis of blending ratios for recycled water with good quality water from the SWP or from other sources. Regulations regarding the allowable ratio will be addressed and included in the feasibility level report.

4.3.3 Policy for Water Quality Control for Recycled Water

Policy regarding water recycling became effective April 25, 2013. One of the requirements is that every region in California develop a salt/nutrient management plan that is sustainable on a long-term basis. The Antelope Valley developed in 2014 a salt/nutrient plan to the Lahontan Regional Water Quality Control Board of California. In December 2014, the regional board approved the salt/nutrient plan for Antelope Valley.

5.0 FUNDING PLAN AND LETTERS OF COMMITMENT

The District will provide In-kind services of \$50,034 to fund the entire non-Reclamation cost share of the Palmdale Regional Groundwater Recharge and Recovery Project. The District has these funds available and is identified in the District's 2017 budget.

5.1 Revenues

The District is a retailer of water and receives revenue from the sale of water, connection fees, and the District's portion of Los Angeles County's 1% property tax revenues.

5.2 Bonding Capacity

The District's bonding rating is "A+" and has bonded for projects in the \$40 million range.

5.3 Funding Plan

- 1) *The amount of funding commitment* \$ 75,034
- 2) *The date the funds will be available to the applicant* January 1, 2017
- 3) *Any time constraints on the availability of funds* - There are no time constraints on the availability of District funds
- 4) *Any other contingencies associated with the funding commitment* There are no contingencies

Table 3. Summary of Non-Federal and Federal Funding Sources

Funding sources	Funding amount
Non-Federal Entities	
Palmdale Water District — In-kind Services	\$50,034
<i>Non-Federal Subtotal</i>	\$50,034
<i>Requested Reclamation Funding:</i>	\$25,000
<i>Total Study Funding:</i>	\$75,034

5.4 Letters of Support

Not applicable.

6.0 BUDGET PROPOSAL and NARRATIVE

6.1 Budget Proposal

Table 4 – Budget Proposal

BUDGET ITEM DESCRIPTION	COMPUTATION		Quantity Type	TOTAL COST
	\$/Unit	Quantity		
Salaries and Wages				
James Riley (Project Lead)	\$67.17/hour	779	Hours	\$ 52,344
Richard Heinonen (GIS)	\$41.23/hour	100	Hours	\$ 4,123
Mike West (CADD)	\$39.27/hour	101	Hours	\$ 3,986
Fringe Benefits				
James Riley (Project Lead)	\$14.88/hour	779	Hours	\$ 11,592
Richard Heinonen (GIS)	\$13.59/hour	100	Hours	\$ 1,359
Mike West (CADD)	\$16.33/hour	101	Hours	\$ 1,649
Equipment				
Item A	Not applicable			\$ 0
Supplies and Materials				
Item A	Not applicable			\$ 0
Contractual/Construction				
Item A	Not applicable			
Other				
Other				\$
TOTAL DIRECT COSTS				\$ 75,034
Indirect Costs				
Type of rate	Not applicable			\$ 0
TOTAL ESTIMATED PROJECT COSTS				\$ 75,034

Table 5 below shows the percent contribution for both the District and Reclamation.

Table 5 – Percent contribution of federal and non-federal participants

Funding Source	Percent of Total Project Costs	Total Cost by Source
Recipient (District) Funding	66.7%	\$ 50,034
Reclamation Funding	33.3%	\$ 25,000
Total	100%	\$75,034

6.2 Salaries and Wages

James Riley, Engineering/Grant Manager, for the Palmdale Water District will serve as the project lead for the Palmdale Groundwater Recharge and Recovery Project grant project. Person hours for each task are shown in the Table 6 below.

Table 6 – Salaries and Wages by Tasks

	James Riley (Project Lead)	Richard Heinonen (GIS)	Mike West (CADD)	Total Hours	Cost
<i>Rate (\$/hour)</i>	<i>\$82.05</i>	<i>\$54.82</i>	<i>\$55.60</i>		
Tasks	Hours for Each Personnel				
Task 1 – Update Introductory Information	15			15	\$1,231
Task 2 – Update Problems and Needs	24			24	\$1,969
Task 3 – Update Water Reclamation and Reuse Opportunities	40	20	21	81	\$5,565
Task 4 – Update Description of Alts.	120	60	60	240	\$16,471
Task 5 – Update Economic Analysis	120			120	\$9,846
Task 6 – Update Selection of Proposed Title XVI Project	70	20	20	110	\$7,952
Task 7 – Update Environmental Consideration and Potential Impacts	120			120	\$9,846
Task 8 – Update Legal and Institutional Requirements	120			120	\$9,846
Task 9 – Update Financial Capability of the District	120			120	\$9,846
Task 10 – Research Needs	30			30	\$2,462
TOTALS	779	100	101		\$75,034

6.3 Fringe Benefits

Fringe benefits for District employees include holidays, dental, vision, health insurance and retirement under the California state retirement system (PERS). The fringe rate varies by employee depending on whether they elect to participant in available benefits. See Table 7 below for the key employees that will be working on the project.

Table 7 – Fringe Benefits

District Employee	Basic Pay Rate	Fringe Rate	Pay Rate + Fringe Rate
James Riley	\$67.17	\$14.88	\$82.05
Richard Heinonen	\$41.23	\$13.59	\$54.82
Mike West	\$59.00	\$16.33	\$55.60

6.4 Travel

If travel is required, the District will cover the cost under

6.5 Equipment

No special equipment is required.

6.6 Material and Supplies

The District will not be charging any supplies to the project.

6.7 Contractual

Not applicable – the District will complete all work through In-kind services.

6.8 Feasibility Report and Reporting to Reclamation

Included in District's In-kind services

6.9 Direct Costs

District will not be charging the grant any direct costs. These costs will be covered by the District's operating budget for 2017.

6.10 Indirect Costs

District will not be charging to the project any in-direct costs. These costs will be covered by the District's operating budget for 2017.

6.11 Total Costs

Total project feasibility project cost is \$ 75,034

6.12 Budget Forms

Forms SF-424, SF-424A and SF-424 B are included with this grant application.

7.0 PRE-AWARD COSTS

The District plans to initiate work on the feasibility study beginning January 1, 2017. If the District is selected for a grant under Funding Opportunity Announcement No. BOR-DO-17-F003, it is requested that contractual terms cover the work starting from January 1, 2017.

8.0 DRAFT OFFICIAL RESOLUTION

The Palmdale Water District Board of Directors will pass a resolution at the bi-weekly board meeting on January 11, 2017. A draft of the resolution is included in this grant application.

DRAFT RESOLUTION No. 17-2
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
APPROVING THE DISTRICT’S GRANT APPLICATION FOR THE
PALMDALE REGIONAL GROUNDWATER
RECHARGE AND RECOVERY PROJECT FOR
THE U.S. BUREAU OF RECLAMATION’S
WATERSMART FEASIBILITY STUDIES UNDER TITLE XVI
WATER RECLAMATION AND REUSE PROJECT FOR FISCAL YEAR 2017

WHEREAS, the United States Department of Interior, Bureau of Reclamation (the “Bureau”) has established the WaterSMART: Development of Feasibility Studies under the Title XVI Water Reclamation and Reuse Program for 2017 (the “WaterSMART Program”) to provide funding opportunities for entities seeking new water supplies using water recycling and reuse technologies;

WHEREAS, the Palmdale Water District has need for funding to complete a feasibility level study of using recycled water to meet future municipal and industrial water needs, particularly for the Palmdale Regional Groundwater Recharge and Recovery Project (the “Project”);

WHEREAS, the WaterSMART Program requires at least 50 percent non-Federal cost share funding and/or in-kind contribution from applicants and the Board finds the District has the capability of funding its required share of the Project under its current Budget for 2017.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Funding for the Palmdale Regional Groundwater Recharge and Recovery Project (the “Project”) under the WaterSMART Grant Program meets the objectives of Strategic Initiative # 1 - Water Resource Reliability.

SECTION 2. if selected for a WaterSMART Grant, up to 66.7% (\$50,034) of the total project costs of \$75,000 through in-kind services shall be committed for funding the District’s proportionate share of the Project, as may be required by the Bureau of Reclamation under the WaterSMART Grant Program, and the District will work with the Bureau to meet established deadlines for entering into an agreement to commit such funds.

PASSED, APPROVED AND ADOPTED THIS 11th day of January 2017.

Robert Alvarado, President
Board of Directors
Palmdale Water District

Joe Estes, Secretary
Board of Directors
Palmdale Water District

Aleshire & Wynder. LLP
District Legal Counsel

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 4, 2017 **January 11, 2017**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: James Riley, Engineering/Grant Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matthew Knudson, Assistant General Manager
RE: ***AGENDA ITEM NO. 7.7 – CONSIDERATION AND POSSIBLE ACTION ON
RESOLUTION NO. 17-3 BEING A RESOLUTION OF THE BOARD OF
DIRECTORS OF THE PALMDALE WATER DISTRICT APPROVING THE
DISTRICT’S GRANT APPLICATION FOR A LANDSCAPE WATER USE
EFFICIENCY PROJECT UNDER THE U.S. BUREAU OF RECLAMATION’S
WATERSMART PROGRAM ENTITLED “SMALL-SCAPE WATER
EFFICIENCY PROJECTS FOR FISCAL YEAR 2017.”***

Recommendation:

That the Board:

1. Approve the submittal of a grant application to U.S. Bureau of Reclamation’s WaterSMART Small-Scape Water Efficiency Projects for the District’s Turf Removal Program for residential water users;
2. Approve entering into a cost sharing agreement with the U.S. Bureau of Reclamation through monetary contributions in an amount not-to-exceed \$75,000.

Background:

The Palmdale Water District will expand its existing residential turf replacement program. For 2017, the program will provide incentives to replace approximately 75,000 square feet of turf with water-efficient landscaping, which is expected to result in annual water savings of 11 acre-feet. The conserved water will go to beneficial uses within the District’s service area. It is expected that 68 residential customers would be able to replace their turf with water efficient landscaping.

In 2016, the District had more than 200 applications from residential customers for replacement of turf with more water efficient landscaping. Unfortunately, due to budget limitations, the District was only able to fund projects for 22 customers.

Funding from Reclamation through a grant would allow a significant increase in the number of customers who could participate in the Cash for Grass Program.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Matthew Knudson, Assistant General Manager

January 4, 2017

Strategic Plan Initiative:

This work is part of Strategic Initiative # 1 – Water Resource Reliability

Budget:

The proposed budget of \$75,000 is covered under the 2017 approved budget.

Supporting Documents:

- Resolution No. 17-3
- Grant application

RESOLUTION No. 17-3
A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
APPROVING THE DISTRICT'S GRANT APPLICATION FOR A
LANDSCAPE WATER USE EFFICIENCY PROJECT FOR
THE U.S. BUREAU OF RECLAMATION'S
WATERSMART GRANTS SMALL SCALE WATER EFFICIENCY
PROJECTS FOR FISCAL YEAR 2017

WHEREAS, the United States Department of Interior, Bureau of Reclamation (the "Bureau") has established the WaterSMART: Small-Scale Water Efficiency Projects Program for 2017 (the "WaterSMART Program") to provide funding opportunities for entities seeking new water supplies using water efficiency technology;

WHEREAS, the Palmdale Water District has need for funding to complete a Landscape Water Use Efficiency Project to meet future municipal and industrial water needs;

WHEREAS, the WaterSMART Program requires at least 50 percent non-Federal cost share funding and/or in-kind contribution from applicants and the Board finds the District has the capability of funding its required share of the Project under its current Budget for 2017.

NOW THEREFORE, THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. Funding for the Landscape Water Use Efficiency Project (the "Project") under the WaterSMART Grant Program meets the objectives of Strategic Initiative # 1 – Water Resource Reliability.

SECTION 2. If selected for a WaterSMART Grant, up to 50% (\$75,000) of the total project costs of \$150,000 through monetary contribution shall be committed for funding the District's proportionate share of the Project, as may be required by the Bureau of Reclamation under the WaterSMART Grant Program, and the District will work with the Bureau to meet established deadlines for entering into an agreement to commit such funds.

PASSED, APPROVED AND ADOPTED THIS 11th day of January 2017.

Robert Alvarado, President
Board of Directors
Palmdale Water District

Joe Estes, Secretary
Board of Directors
Palmdale Water District

Aleshire & Wynder, LLP
District Legal Counsel

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Palmdale Water District

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

95-6004540

*** c. Organizational DUNS:**

8319817460000

d. Address:

*** Street1:**

2029 East Avenue Q

Street2:

*** City:**

Palmdale

County/Parish:

*** State:**

CA: California

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

93550

e. Organizational Unit:

Department Name:

Engineering

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

James

Middle Name:

*** Last Name:**

Riley

Suffix:

Title:

Engineering/Grant Manager

Organizational Affiliation:

Palmdale Water District

*** Telephone Number:**

661-456-1020

Fax Number:

661-947-8604

*** Email:**

jriley@palmdalewater.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

D: Special District Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

U.S. Bureau of Reclamation

11. Catalog of Federal Domestic Assistance Number:

CFDA Title:

* 12. Funding Opportunity Number:

BOR-DO-17-F003

* Title:

WaterSMART Grants: Small-Scale Water Efficiency Projects for Fiscal Year 2017

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Landscape Water Use Efficiency Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="75,000.00"/>
* b. Applicant	<input type="text" value="75,000.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="150,000.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:

BUDGET INFORMATION - Non-Construction Programs

OMB Approval No. 0348-0044

SECTION A - BUDGET SUMMARY						
Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Leave Blank	Leave Blank	\$ 75,000.00	\$ 75,000.00	\$	\$	\$ 150,000.00
2.						0.00
3.						0.00
4.						0.00
5. Totals		\$ 75,000.00	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 150,000.00

SECTION B - BUDGET CATEGORIES					
6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Turf Removal	(2)	(3)	(4)	
a. Personnel	\$ 0.00	\$	\$	\$	\$ 0.00
b. Fringe Benefits	0.00				0.00
c. Travel	0.00				0.00
d. Equipment	0.00				0.00
e. Supplies	0.00				0.00
f. Contractual	0.00				0.00
g. Construction	150,000.00				150,000.00
h. Other	0.00				0.00
i. Total Direct Charges (sum of 6a-6h)	150,000.00	0.00	0.00	0.00	150,000.00
j. Indirect Charges	0.00	0.00	0.00	0.00	0.00
k. TOTALS (sum of 6i and 6j)	\$ 150,000.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 150,000.00

7. Program Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
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Previous Edition Usable

Standard Form 424A (Rev. 7-97)
Prescribed by OMB Circular A-102

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. WaterSMART Small Scale Water Efficiency Projects FY 2017	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 75,000.00	
9.				0.00	
10.				0.00	
11.				0.00	
12. TOTAL (sum of lines 8-11)	\$ 75,000.00	\$ 0.00	\$ 0.00	\$ 75,000.00	
SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 75,000.00	\$ 30,000.00	\$ 30,000.00	\$ 10,000.00	\$ 5,000.00
14. Non-Federal	75,000.00	30,000.00	30,000.00	10,000.00	5,000.00
15. TOTAL (sum of lines 13 and 14)	\$ 150,000.00	\$ 60,000.00	\$ 60,000.00	\$ 20,000.00	\$ 10,000.00
SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT					
(a) Grant Program	FUTURE FUNDING PERIODS (Years)				
	(b) First	(c) Second	(d) Third	(e) Fourth	
16. WaterSMART Small Scale Water Efficiency Projects FY 2017	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
17.					
18.					
19.					
20. TOTAL (sum of lines 16-19)	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
SECTION F - OTHER BUDGET INFORMATION					
21. Direct Charges: 0		22. Indirect Charges: 0			
23. Remarks:					

INSTRUCTIONS FOR THE SF-424A

Public reporting burden for this collection of information is estimated to average 180 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0044), Washington, DC 20503.

PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

General Instructions

This form is designed so that application can be made for funds from one or more grant programs. In preparing the budget, adhere to any existing Federal grantor agency guidelines which prescribe how and whether budgeted amounts should be separately shown for different functions or activities within the program. For some programs, grantor agencies may require budgets to be separately shown by function or activity. For other programs, grantor agencies may require a breakdown by function or activity. Sections A, B, C, and D should include budget estimates for the whole project except when applying for assistance which requires Federal authorization in annual or other funding period increments. In the latter case, Sections A, B, C, and D should provide the budget for the first budget period (usually a year) and Section E should present the need for Federal assistance in the subsequent budget periods. All applications should contain a breakdown by the object class categories shown in Lines a-k of Section B.

Section A. Budget Summary Lines 1-4 Columns (a) and (b)

For applications pertaining to a *single* Federal grant program (Federal Domestic Assistance Catalog number) and *not requiring* a functional or activity breakdown, enter on Line 1 under Column (a) the Catalog program title and the Catalog number in Column (b).

For applications pertaining to a *single* program *requiring* budget amounts by multiple functions or activities, enter the name of each activity or function on each line in Column (a), and enter the Catalog number in Column (b). For applications pertaining to multiple programs where none of the programs require a breakdown by function or activity, enter the Catalog program title on each line in Column (a) and the respective Catalog number on each line in Column (b).

For applications pertaining to *multiple* programs where one or more programs *require* a breakdown by function or activity, prepare a separate sheet for each program requiring the breakdown. Additional sheets should be used when one form does not provide adequate space for all breakdown of data required. However, when more than one sheet is used, the first page should provide the summary totals by programs.

Lines 1-4, Columns (c) through (g)

For *new applications*, leave Column (c) and (d) blank. For each line entry in Columns (a) and (b), enter in Columns (e), (f), and (g) the appropriate amounts of funds needed to support the project for the first funding period (usually a year).

For *continuing grant program applications*, submit these forms before the end of each funding period as required by the grantor agency. Enter in Columns (c) and (d) the estimated amounts of funds which will remain unobligated at the end of the grant funding period only if the Federal grantor agency instructions provide for this. Otherwise, leave these columns blank. Enter in columns (e) and (f) the amounts of funds needed for the upcoming period. The amount(s) in Column (g) should be the sum of amounts in Columns (e) and (f).

For *supplemental grants and changes* to existing grants, do not use Columns (c) and (d). Enter in Column (e) the amount of the increase or decrease of Federal funds and enter in Column (f) the amount of the increase or decrease of non-Federal funds. In Column (g) enter the new total budgeted amount (Federal and non-Federal) which includes the total previous authorized budgeted amounts plus or minus, as appropriate, the amounts shown in Columns (e) and (f). The amount(s) in Column (g) should not equal the sum of amounts in Columns (e) and (f).

Line 5 - Show the totals for all columns used.

Section B Budget Categories

In the column headings (1) through (4), enter the titles of the same programs, functions, and activities shown on Lines 1-4, Column (a), Section A. When additional sheets are prepared for Section A, provide similar column headings on each sheet. For each program, function or activity, fill in the total requirements for funds (both Federal and non-Federal) by object class categories.

Line 6a-i - Show the totals of Lines 6a to 6h in each column.

Line 6j - Show the amount of indirect cost.

Line 6k - Enter the total of amounts on Lines 6i and 6j. For all applications for new grants and continuation grants the total amount in column (5), Line 6k, should be the same as the total amount shown in Section A, Column (g), Line 5. For supplemental grants and changes to grants, the total amount of the increase or decrease as shown in Columns (1)-(4), Line 6k should be the same as the sum of the amounts in Section A, Columns (e) and (f) on Line 5.

Line 7 - Enter the estimated amount of income, if any, expected to be generated from this project. Do not add or subtract this amount from the total project amount. Show under the program

INSTRUCTIONS FOR THE SF-424A (continued)

narrative statement the nature and source of income. The estimated amount of program income may be considered by the Federal grantor agency in determining the total amount of the grant.

Section C. Non-Federal Resources

Lines 8-11 Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A. A breakdown by function or activity is not necessary.

Column (b) - Enter the contribution to be made by the applicant.

Column (c) - Enter the amount of the State's cash and in-kind contribution if the applicant is not a State or State agency. Applicants which are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and in-kind contributions to be made from all other sources.

Column (e) - Enter totals of Columns (b), (c), and (d).

Line 12 - Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 5, Column (f), Section A.

Section D. Forecasted Cash Needs

Line 13 - Enter the amount of cash needed by quarter from the grantor agency during the first year.

Line 14 - Enter the amount of cash from all other sources needed by quarter during the first year.

Line 15 - Enter the totals of amounts on Lines 13 and 14.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Lines 16-19 - Enter in Column (a) the same grant program titles shown in Column (a), Section A. A breakdown by function or activity is not necessary. For new applications and continuation grant applications, enter in the proper columns amounts of Federal funds which will be needed to complete the program or project over the succeeding funding periods (usually in years). This section need not be completed for revisions (amendments, changes, or supplements) to funds for the current year of existing grants.

If more than four lines are needed to list the program titles, submit additional schedules as necessary.

Line 20 - Enter the total for each of the Columns (b)-(e). When additional schedules are prepared for this Section, annotate accordingly and show the overall totals on this line.

Section F. Other Budget Information

Line 21 - Use this space to explain amounts for individual direct object class cost categories that may appear to be out of the ordinary or to explain the details as required by the Federal grantor agency.

Line 22 - Enter the type of indirect rate (provisional, predetermined, final or fixed) that will be in effect during the funding period, the estimated amount of the base to which the rate is applied, and the total indirect expense.

Line 23 - Provide any other explanations or comments deemed necessary.

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

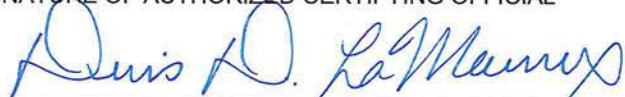
**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 		TITLE General Manager
APPLICANT ORGANIZATION Palmdale Water District		DATE SUBMITTED January 2, 2017

BUDGET INFORMATION - Construction Programs

NOTE: Certain Federal assistance programs require additional computations to arrive at the Federal share of project costs eligible for participation. If such is the case, you will be notified.

COST CLASSIFICATION	a. Total Cost	b. Costs Not Allowable for Participation	c. Total Allowable Costs (Columns a-b)
1. Administrative and legal expenses	\$ 0 .00	\$.00	\$ 0 .00
2. Land, structures, rights-of-way, appraisals, etc.	\$ 0 .00	\$.00	\$ 0 .00
3. Relocation expenses and payments	\$ 0 .00	\$.00	\$ 0 .00
4. Architectural and engineering fees	\$ 0 .00	\$.00	\$ 0 .00
5. Other architectural and engineering fees	\$ 0 .00	\$.00	\$ 0 .00
6. Project inspection fees	\$ 0 .00	\$.00	\$ 0 .00
7. Site work	\$ 0 .00	\$.00	\$ 0 .00
8. Demolition and removal	\$ 0 .00	\$.00	\$ 0 .00
9. Construction	\$ 150,000 .00	\$.00	\$ 150,000 .00
10. Equipment	\$.00	\$.00	\$ 0 .00
11. Miscellaneous	\$.00	\$.00	\$ 0 .00
12. SUBTOTAL (sum of lines 1-11)	\$ 150,000 .00	\$ 0.00	\$ 150,000 .00
13. Contingencies	\$ 0 .00	\$.00	\$ 0 .00
14. SUBTOTAL	\$ 150,000 .00	\$ 0.00	\$ 150,000 .00
15. Project (program) income	\$ 0 .00	\$.00	\$ 0 .00
16. TOTAL PROJECT COSTS (subtract #15 from #14)	\$ 150,000 .00	\$ 0.00	\$ 150,000 .00
FEDERAL FUNDING			
17. Federal assistance requested, calculate as follows: (Consult Federal agency for Federal percentage share.) Enter the resulting Federal share.			\$ 75,000.00

Enter eligible costs from line 16c Multiply X 50.00 %

INSTRUCTIONS FOR THE SF-424C

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**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET.
SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This sheet is to be used for the following types of applications: (1) "New" (means a new [previously unfunded] assistance award); (2) "Continuation" (means funding in a succeeding budget period which stemmed from a prior agreement to fund); and (3) "Revised" (means any changes in the Federal Government's financial obligations or contingent liability from an existing obligation). If there is no change in the award amount, there is no need to complete this form. Certain Federal agencies may require only an explanatory letter to effect minor (no cost) changes. If you have questions, please contact the Federal agency.

Column a. - If this is an application for a "New" project, enter the total estimated cost of each of the items listed on lines 1 through 16 (as applicable) under "COST CLASSIFICATION."

If this application entails a change to an existing award, enter the eligible amounts *approved under the previous award* for the items under "COST CLASSIFICATION."

Column b. - If this is an application for a "New" project, enter that portion of the cost of each item in Column a. which is *not* allowable for Federal assistance. Contact the Federal agency for assistance in determining the allowability of specific costs.

If this application entails a change to an existing award, enter the adjustment [+ or (-)] to the previously approved costs (from column a.) reflected in this application.

Column. - This is the net of lines 1 through 16 in columns "a." and "b."

Line 1 - Enter estimated amounts needed to cover administrative expenses. Do not include costs which are related to the normal functions of government. Allowable legal costs are generally only those associated with the purchases of land which is allowable for Federal participation and certain services in support of construction of the project.

Line 2 - Enter estimated site and right(s)-of-way acquisition costs (this includes purchase, lease, and/or easements).

Line 3 - Enter estimated costs related to relocation advisory assistance, replacement housing, relocation payments to displaced persons and businesses, etc.

Line 4 - Enter estimated basic engineering fees related to construction (this includes start-up services and preparation of project performance work plan).

Line 5 - Enter estimated engineering costs, such as surveys, tests, soil borings, etc.

Line 6 - Enter estimated engineering inspection costs.

Line 7 - Enter estimated costs of site preparation and restoration which are not included in the basic construction contract.

Line 9 - Enter estimated cost of the construction contract.

Line 10 - Enter estimated cost of office, shop, laboratory, safety equipment, etc. to be used at the facility, if such costs are not included in the construction contract.

Line 11 - Enter estimated miscellaneous costs.

Line 12 - Total of items 1 through 11.

Line 13 - Enter estimated contingency costs. (Consult the Federal agency for the percentage of the estimated construction cost to use.)

Line 14 - Enter the total of lines 12 and 13.

Line 15 - Enter estimated program income to be earned during the grant period, e.g., salvaged materials, etc.

Line 16 - Subtract line 15 from line 14.

Line 17 - This block is for the computation of the Federal share. Multiply the total allowable project costs from line 16, column "c." by the Federal percentage share (this may be up to 100 percent; consult Federal agency for Federal percentage share) and enter the product on line 17.

ASSURANCES - CONSTRUCTION PROGRAMS

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PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.

NOTE: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the Awarding Agency. Further, certain Federal assistance awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the assistance; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
9. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
10. Will comply with all Federal statutes relating to non-discrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.

11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal and federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
12. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333) regarding labor standards for federally-assisted construction subagreements.
14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL 		TITLE General Manager
APPLICANT ORGANIZATION Palmdale Water District		DATE SUBMITTED 1-12-17

Funding Opportunity Announcement No. BOR-DO-17-F011

**WaterSMART Grants:
Small-Scale Water Efficiency
Projects for Fiscal Year 2017**

PALMDALE WATER DISTRICT

Landscape Water Use Efficiency Project



**January 12, 2017
Palmdale, California
Los Angeles County**



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1.0 EXECUTIVE SUMMARY

Date: January 11, 2017

Applicant: Palmdale Water District

Location: Palmdale, Los Angeles County, California

The Palmdale Water District will expand its existing residential turf replacement program. For 2017, the program will provide incentives to replace approximately 75,000 square feet of turf with water-efficient landscaping, which is expected to result in annual water savings of 11 acre-feet. The conserved water will go to beneficial uses within the District's service area. It is expected that 68 residential customers would be able to replace their turf with water efficient landscaping.

In 2016, the District had more than 200 applications from residential customers for replacement of turf with more water efficient landscaping. Unfortunately, due to budget limitations the District was only able to fund projects for 22 customers.

2.0 RECLAMATION RELATIONSHIP

The federal project most likely affected would be the Central Valley Project (CVP) of California. By implementing this Landscape Water Use Efficiency Project demand on diversions from imports outside of the Antelope Valley could be reduced.

3.0 BACKGROUND DATA

PWD provides water services to the City of Palmdale and unincorporated areas in Los Angeles County. The water system currently includes seven main pressure zones. Within these zones, there are approximately 414 miles of pipelines ranging in diameter from 4 inches to 42 inches, 21 storage reservoirs with an approximate total storage capacity of 50 million gallons (MG), 17 booster pump stations, and 23 active groundwater wells.

The water system has 27,000 connections for the PWD service area with a population of 120,000.

The District serves a combination of residential, commercial, and industrial users, with essentially no agriculture. The District's current water delivery system provided approximately 23,000 acre-feet each year in 2013 and 2014.

Table 1 provides a water demand projection for the District's service area, based on a preliminary draft version of District's Water Master Plan, which is currently being updated. By 2040, demand is projected to be 31,100 acre-feet per year. A land use analysis indicates that demand will be 44,600 acre-feet per year under build-out conditions.

Figure 1 – General Location of the Palmdale Water District in Los Angeles County.



Table 1: Projected Water Demands for Palmdale Water District Service Area

Year	Annual Average Demand (AF/yr)
2015	24,809
2020	25,900
2030	28,500
2040	31,100
2050	33,873
2060	36,892
2070	40,181
2080	43,764
<i>Buildout</i>	<i>44,600</i>

4.0 PROJECT DESCRIPTION

4.1 Problems and Needs

California is now in its sixth consecutive year of a drought. In April 2014 Governor Edmund J. Brown's issued an emergency declaration requiring that all state agencies that distribute funding for projects that impact water resources, including groundwater resources, will require recipients of future financial assistance to have appropriate conservation and efficiency programs in place.

The District's existing water supply is acquired from a State Water Project allocation via the California Aqueduct, local surface water from Littlerock Reservoir, and groundwater. However, the groundwater basin has been in an overdraft condition (i.e., pumping greater than natural recharge) since approximately 1930. As a result, the groundwater basin adjudication process was completed in December 2015.

To determine the future water demands several assumptions were made as follows:

- from adjudication of the Antelope Valley Groundwater Basin the District would receive a groundwater right of 7,200 acre-feet/year beginning with an effective date of 2022.
- District would receive an average allocation of 58% of its 21,300 acre-feet /year Table A allocation from the State Water Project which would amount to 12,354 acre-feet/year; and
- 4,000 acre-feet/year of local surface water would be available in Littlerock Reservoir

Based on these assumptions future water supply deficits would likely occur during these time frames.

- a water supply deficit could start by 2021.

- by 2040, it is estimated that the deficit will reach approximately 7,500 acre-feet/year.
- by 2067, this deficit would reach approximately 15,600 acre-feet/year; and
- At build-out (2080) the deficit would reach 21,600 acre-feet/year.

In dry years, when the State Water Project allocation is less than 58% of Table A allocation, these deficits would be much larger without long-term water supply storage such as with groundwater banking.

4.2 How Project Addresses the Problem and Needs

4.2.1 Demand Management

This section describes the Demand Management Measures (DMM) that the District is currently implementing, and plans to implement in order to meet its urban water use reduction targets.

Recent legislation significantly revised the California Urban Water Management Plan (UWMP) Act to simplify and clarify the DMM reporting requirements for the 2015 UWMP cycle. Since the District is a member of the California Urban Water Conservation Council (CUWCC) it may continue to submit its annual reports as required by Section 6.2 of the Memorandum of Understanding Regarding Urban Water Conservation in California in order to comply with this section of the UWMP Act.

The District recognizes that conserving water is an integral component of a responsible water management strategy. The District has a uniquely low water use for a high desert area, located in the South Lahontan Hydrologic Region. Based on data reported in the 2010 UWMPs, the South Lahontan Hydrologic Region had a population-weighted baseline 5-year average water use of 258 gpcd with an average population-weighted 2020 target of 207 gpcd. With a 2015 gpcd of 124 gallons, the District's water use is significantly lower than the rest of the South Lahontan Hydrologic Region. The District has achieved its goals largely by focusing on system performance, rate increases and a community culture of conservation and small landscapes. It will maintain this level of demand, and possibly reduce demand even further, by continuing to implement the CUWCC Best Management Practices.

For the purposes of the District's UWMP the DMMs were categorized as "Foundational" and "Other." Foundational DMMs, listed below, are those DMMs that the UWMP Act and Water Code specifically mention for retail water suppliers such as PWD:

1. Water waste prevention ordinances

2. Metering
3. Conservation Pricing
4. Public Education and Outreach
5. Programs to assess and manage distribution system real loss
6. Water conservation program coordination and staff support

Activities outside of the Foundational DMMs that encourage less water use in the District's service area fall in the "Other" category.

4.2.2 Plan to Reduce Water Use

The District currently has a water conservation program and will continue to expand this program over the next five years. The District is dedicated to water conservation as a vital part of its water supply portfolio. The District has implemented water conservation programs over the last few decades, including classroom education programs, public outreach, and various rebate programs. The District will continue to provide these programs as part of its conservation efforts on a yearly basis.

4.2.3 Foundational DMMs

This section describes the District's plan to achieve the water use reductions necessary to meet the per capita water use targets, consistent with the California Water Conservation Act of 2009.

4.2.3.1 Water Waste Prevention Ordinances and Prohibition

In 2001 the District's Board of Directors adopted the Waste of Water Policy, which outlines actions to be taken by the District to prevent and address waste and unreasonable use of water, including penalties for violations. In December 2009, the Board of Directors adopted and approved Resolution No. 09-19 declaring water conservation regulations, with the intent to meet the water use reduction goals of 20 percent by 2020 and ensure adequate water supply for human consumption, sanitation, and fire protection.

4.2.3.2 Metering

The District is fully metered; all customers have metered accounts. The District is in the process of changing older and outdated meters with new efficient meters to ensure more accurate reading and data capture. This is considered a water conservation initiative, in addition to a financial best management practice.

4.2.3.3 Conservation Pricing

The District uses a tiered approach for water pricing. The most recent September 17th 2014 Proposition 218 process redistributed the old Tier 1 pricing into a new two-tier approach. Tier 1 now is a customer's Indoor allocation for use of all residential activities inside the home. Tier 2 is a customer's Outdoor water allocation. Pricing varies between the two Tiers. Tier 1 is the least expensive while Tier 2 water increases in price due to increased water usage for irrigation. Four (4) additional tiers remain, with the cost per unit increasing progressively at each tier.

4.2.3.4 Public Education and Outreach

The District has school education programs in place that provide educational materials and instructional assistance. This program is intended to reach the youngest water users and emphasize the need to engage them in water conservation.

To provide District customers with the tools to maintain water conservation goals, public education efforts have included, radio spots, TV public service announcements, bill inserts, newsletters, press releases, rebate programs including Cash 4 Grass and some indoor high efficiency appliances, booths at local events, parades, public speaking engagements, and school interaction. The District is committed to providing its customers with the education and tools to maintain their low use, all of which can be found on the District's website at: <http://www.palmdalewater.org/conservation/>.

4.2.3.5 Programs to assess and manage distribution system real loss

The District regularly checks and evaluates the mainline piping system to detect leaks.

4.2.3.6 Water conservation program coordination and staffing support

Water conservation activities include significant public outreach efforts as described earlier. In addition, there are two full-time conservation staff members with a moderate budget.

4.2.4 Other DMMs

4.2.4.1 Rebate Programs

The District started several rebate programs for customers in the later part of 2009. The District began to give customers rebates as credits on their water bills if they

filled out an application after buying the rebated product and returning the original receipt and a copy of the water bill to the District. The District implements a number of different rebate programs to encourage water conservation:

1. High Efficiency Toilet (HET) Rebate Program: The District started an HET rebate program in 2009 for residential and commercial customers. The rebate amount for this program is a credit on their water bill of \$60.00 per toilet installed. If a customer replaces an Ultra-Low-Flush toilet (ULFT) with an HET, the rebate amount will consist of \$30.00.
2. High Efficiency Washing Machines Rebate Program: The District currently has a washing machine rebate program for its customers who wish to purchase a water efficient washing machine with a water factor of 5.0 or less. The rebate amount for this program is a credit on the customer's account of \$100.00 per washer bought.
3. Cash for Grass: The District has been working with the City of Palmdale, the local high school, local elementary schools, and residential customers to substitute grass on large landscape areas by implementing the cash for grass program. This program encourages the replacement of grass with "water-smart" landscaping to conserve water.

Rebate programs were previously available for sprinkler devices and systems, but the District is moving away from incentivizing any outdoor irrigation and no longer offers those programs.

4.3 Identify the expected outcomes

The District will continue to implement the DMMs described in this section. These programs, taken together, will help the District to maintain progress on meeting the 20x2020 water use targets through the continuation of existing methods of conservation that have been proven successful to date.

Using 2016 as a benchmark, the District provided funds to 22 residential customers to replace 24,000 square feet of turf. This represents an average of 1,100 square feet per residential landowner. For 2017, with the District's budget of \$75,000 plus \$75,000 from the WaterSMART program, a total of \$150,000 would be available for turf replacement. Assuming \$2.00 per square foot, a total of 75,000 square feet could be replaced. Using the 2016 numbers of 1,100 square feet per residential home owner, a total 68 customers could be funded to replace their turf.

On the following pages, the procedure used by the District is presented.



PALMDALE WATER DISTRICT Turf Replacement Program

DO YOU QUALIFY/SUBMIT CASH FOR GRASS APPLICATION

- 1 **DO YOU QUALIFY:** View sheet one to see if you qualify for the “Cash for Grass Program.”
- 1a **APPLICATION:** The owner of the property to be re-landscaped or the owner’s legally appointed representative must sign and submit the application. Keep the other Cash for Grass sheets handy, some will be turned in later.

As soon as PWD receives your application a representative will call to set up an appointment to take pictures and measure the area. Wait for a pre-conversion site visit from PWD before you take your grass out. PWD must measure and take pictures before your grass is removed *-this is a program requirement*. After the initial first site visit a representative will call to let you know that you can proceed to the next phase of qualifying. You will be notified if you qualify for the rebate amount of \$.50, \$1.00, \$1.50 or \$2.00 rebate amount. The District will determine the rebate amount based on the condition of the existing grass and the completion of renovation requirements. *(NOTE: The district will only provide two inspections; one for the initial picture taking and measuring and one for the final completion inspection. A fee of \$30.00 for each additional trip will be deducted from the rebate amount if the District is required to provide additional inspections.)*

RECEIVE TRAINING/DESIGN LANDSCAPE

If your application is approved, you will have 45 days to complete both of the following:

- 2 You must either complete the free online landscape design class at www.saves-water.com (about an hour) or attend PWD’s in-classroom training. Training classes will be posted on our website at www.palmdalewater.org or call PWD 661 947-4111 ext. 5031 for the next available design class.
- 2a PWD must receive a simple drawing showing the proposed design of your new landscape including the plant coverage sheet. This design must comply with the requirements spelled out in PWD’s Design Requirements. The drawings can be pencil drawings drawn by your average homeowner, and
- 2b are not required to be done by a professional. PWD has developed several landscape designs that can be used. If you modify one of PWD’s design plans you must provide PWD with your modified layout.

INSTALL NEW LANDSCAPE DESIGN

- 3 You must complete the installation within six (6) months and complete the final check list and return it to PWD. The District will then contact you for final inspection. Please make sure everything on your check list is complete and that the landscape matches the design layout to continue to be qualified for the rebate. *(NOTE: The District will only provide two inspections; one for the initial picture taking and measuring and one for the final completion inspection. A fee of \$30.00 for each additional trip will be deducted from the rebate amount if the District is required to provide additional inspections.)*

RECEIVE INCENTIVE REBATE/MAINTAIN LANDSCAPE

- 4 After completion of the project and final inspection the District will issue your rebate incentive in about 3-4 weeks. PWD expects that the owner’s new landscape will be kept free of weeds and maintained for five full years after final inspection as stated in the Terms and Conditions of the contract.

DOES MY GRASS QUALIFY FOR A REBATE?

PWD uses a sliding scale rebate based on the condition of existing grass and adhering to the conditions of the Rebate Application and Terms. To qualify for the Cash for Grass Program you must have grass, rebates will not be given to customers with dirt, weeds and dead grass. Rebate amounts will be determined by staff and the decision will be final. **Do Not** take grass out until PWD has taken photos and measured the landscape area.



(D) Yes



(E) Yes



(C) Yes



(G) Yes

Scale of Rebate Amount

- (A) \$2.00 SF, healthiest grass
- (B) \$1.50 SF, green-slight yellow spot
- (C) \$1.00 SF, green/yellow spot
- (D) \$0.50 SF yellow living grass
- (E) \$ none dead grass



(B) No



(A) No



(F) No

5.0 ENVIRONMENTAL AND CULTURAL RESOURCES COMPLIANCE

None affected

6.0 REQUIRED PERMITS OR APPROVALS

None required

7.0 PROJECT BUDGET

The Palmdale Water District will contribute cash of \$75,000 for the project. The project would help meet the District's water conservation goals as mandated by the State of California. The table below displays a summary of non-Federal and Federal funding sources.

Funding Sources	Amount
Non-Federal	
1. Palmdale Water District (Cash)	\$75,000
Non-Federal Total	\$75,000
Other Federal Entities	
Other Federal Entities	\$ 0
Requested Reclamation Funding	\$75,000

7.1 Budget Proposal

BUDGET ITEM DESCRIPTION	COMPUTATION		Quantity Type	TOTAL COST
	\$/Unit	Quantity		
Salaries and Wages				
Employee 1	Not applicable			\$ 0
Fringe Benefits				
Full-Time Employees	Not applicable			\$ 0
Equipment				
Item A	Not applicable			\$ 0
Supplies and Materials				
Item A	Not applicable			\$ 0
Contractual/Construction				
Estimate of 68 home owners	\$ 2 per square foot	75,000	Sq. Ft.	\$150,000
TOTAL DIRECT COSTS				\$150,000
Indirect Costs				
Type of rate	Not applicable			\$ 0
TOTAL ESTIMATED PROJECT COSTS				\$150,000

7.2 Budget Narrative

7.2.1 Salaries and Wages

Answer: Not applicable

7.2.2 Fringe Benefits

Answer: Not applicable

7.2.3 Travel

Answer: Not applicable

7.2.4 Equipment

Answer: Not applicable

7.2.5 Materials and Supplies

Answer: Not applicable

7.2.6 Contractual

Answer: Each home owner will be required to fill out an application as presented in Section 4 of this WaterSMART application. Each homeowner will be reimbursed based on the square footage of turf replacement and the present condition of the lawn. The following guidelines are used to determine the amount of reimbursement.

Scale of Rebate Amount

- (A) \$2.00 SF, healthiest grass
- (B) \$1.50 SF, green-slight yellow spot
- (C) \$1.00 SF, green/yellow spot
- (D) \$0.50 SF yellow living grass
- (E) \$ none dead grass

7.2.7 Environmental and Regulatory Compliance Costs

Answer: Not applicable

7.2.8 Other Expenses

Answer: Not applicable

7.2.9 Indirect Costs

Answer: Not applicable

7.2.10 Total Costs

Answer: **\$150,000**

8.0 EVALUATION CRITERIA

8.1 Evaluation Criterion A—Planning Efforts Supporting the Project (35 points)

Does the proposed project implement a goal or address a need or problem identified in the existing planning effort?

Answer: The proposed Landscape Water Efficiency Project would meet the turf replacement component of the District's water demand reduction program as described in Section 4 of this WaterSMART application

Explain how the proposed project has been determined as a priority in the existing planning effort as opposed to other potential projects/measures.

Answer: In 2009 the State of California passed the California Water Conservation Act of 2009 that directed water agencies to meet reductions in per capita water use targets. In December 2009, the Board of Directors adopted and approved Resolution No. 09-19 declaring water conservation regulations, with the intent to meet the water use reduction goals of 20 percent by 2020 and ensure adequate water supply for human consumption, sanitation, and fire protection. This Landscape Water Efficiency Project is part of the effort by the District to reduce per capita water use in its service area.

8.2 Evaluation Criterion B—Project Benefits (35 points)

What are the benefits to the applicant's water supply delivery system?

Answer: Benefits include less water deliveries through the District's water treatment plant, reduce requirements for pumping energy and overall increase in water efficiency.

Extent to which the proposed project improves overall water supply reliability

Answer: Benefits include stretching existing supplies to meet future water demands and improving overall water supply reliability.

The expected scope of positive impact from the proposed project (e.g., local, sub-basin, basin)

Answer: Project would benefit the Antelope Valley of Los Angeles County. The area has a population of 400,000 with an annual rainfall of only 6 inches per year. Therefore, water conserving activities are critical to the growth of the region.

Extent to which the proposed project will increase collaboration and information sharing among water managers in the region

Answer: No direct collaboration is needed to carry out this Landscape Water Use Efficiency Project. However, the District does meet frequently other water agencies and water conservation is frequently a topic of discussion. The opportunity to inform other agencies of the District's success will most certainly take place.

Any anticipated positive impacts/benefits to local sectors and economies (e.g., agriculture, environment, recreation, tourism)

Answer: The project would provide increased water supply to an area with very limited water supplies. Increased water supply would most directly affect the economy of the area. The area has been designated as an economically distressed area by the State of California. A more reliable water supply would attract new business.

8.3 Evaluation Criterion C—Project Implementation (15 points)

Describe the implementation plan for the proposed project. Please include an estimated project schedule that shows the stages and duration of the proposed work, including major tasks, milestones, and dates.

Answer: Project would extend from January 1, 2017 to December 31, 2017 which corresponds to the District calendar year budget. Applicants are free to apply for the turf replacement program at any point during that time frame.

Describe any permits that will be required, along with the process for obtaining such permits.

Answer: None required

Identify and describe any engineering or design work performed specifically in support of the proposed project.

Answer: None required

Describe any new policies or administrative actions required to implement the project

Answer: None required.

8.4 Evaluation Criterion D—Nexus to Reclamation (15 points)

How is the proposed project connected to a Reclamation project or activity?

Answer: Project would contribute indirectly to the Central Valley Project in that it would reduce demands on transbasin diversions from California's Central Valley.

Will the project help Reclamation meet trust responsibilities to any tribe(s)?

Answer: No.

Does the applicant receive Reclamation project water?

Answer: No.

Is the project on Reclamation project lands or involving Reclamation facilities?

Answer: No.

Is the project in the same basin as a Reclamation project or activity?

Answer: No.

Will the proposed work contribute water to a basin where a Reclamation project is located?

Answer: Project would contribute indirectly to the Central Valley Project in that it would reduce demands on transbasin diversions from California's Central Valley.

9.0 OFFICIAL RESOLUTION

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: January 5, 2017 **January 11, 2017**
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. 7.8 – CONSIDERATION AND POSSIBLE ACTION
ON PROPOSAL TO PERFORM AN ASSESSMENT OF THE EXISTING
EQUIPMENT AND EVALUATE WATER TREATMENT PROCESSES***

Recommendation:

That the Board:

1. Accept proposal from Carollo Engineers to perform an assessment of the existing water treatment plant facilities and major equipment and evaluate existing treatment processes to identify recommendations to achieve reliable and efficient operation of the water treatment plant facility in a not-to-exceed amount of \$35,000.00; and
2. Authorize the General Manager to execute an agreement with Carollo Engineers utilizing the District's standard Professional Services Agreement for same.

Background:

The Leslie O. Carter Water Treatment Plant (WTP) improvements and upgrades were completed in 2008, with some of the equipment and processes as part of the improvement being brought on-line in 2006. With 10-years of operation of these new facilities and related equipment, staff thought it would be a benefit to the District to perform an assessment of the facilities and the treatment plant performance to date. Carollo Engineers is the original design engineer for said improvements and staff is recommending an evaluation be performed by the same team that was involved with the improvements.

The work associated with this professional services agreement will include the following:

- Assess the existing conditions of the Leslie O. Carter Water Treatment Plant.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager

January 5, 2017

- Develop in-depth process understanding of treatment performance and operations of existing facilities to identify treatment recommendations for achieving reliable and efficient operation of the existing treatment processes.
- Evaluate facility deficiencies and limitations and recommend improvements.
- Assess life expectancy of existing facilities and major equipment for reliable and continuous operation through the range of historic raw water quality as provided by PWD.

The assessment and related report will be performed and completed within 4-months from the Notice to Proceed.

Strategic Plan Initiative:

This work is part of Strategic Initiative No. 3 – System Efficiency.

Budget:

This project will be included as part of the Budgeted 2017 Capital Projects.

Supporting Documents:

- Letter Proposal from Carollo Engineers

**PALMDALE WATER DISTRICT (PWD)
LESLIE O. CARTER WATER TREATMENT PLANT**

PROJECT OBJECTIVES

Objectives for this project are to:

- Assess the existing conditions of the Leslie O. Carter Water Treatment Plant.
- Develop in-depth process understanding of treatment performance and operations of existing facilities to identify treatment recommendations for achieving reliable, and efficient operation of the existing treatment processes.
- Evaluate facility deficiencies and limitations and recommend improvements.
- Assess life expectancy of existing facilities and major equipment for reliable and continuous operation through the range of historic raw water quality as provided by PWD.

SCOPE OF WORK

Water Treatment Plant Evaluation and Condition Assessment

Conduct a condition and capacity assessment on existing surface water treatment plant to assess condition, remaining useful life, equipment repair and replace schedule, and compliance with Division of Drinking Water regulations. The assessment will include the following sub-tasks:

1. Conduct project management activities including:
 - i. Submit a brief Project Status Report with each monthly invoice. The report will summarize - the accomplishments from the previous month, planned activities for the coming month, and outstanding action items.
 - ii. Conduct a kick-off meeting to discuss project objectives, roles and responsibilities, and background information that may be required from the City. Prepare agendas and meeting minutes for the kick-off meeting.
 - iii. Provide ongoing documentation of decisions and coordinate with the project team and PWD staff.
 - iv. Site Visits and Workshops

The purpose of the Site Visits and Workshops is to conduct site investigations, assess site conditions, gather data, review progress, resolve issues, review work products, and receive direction and input from PWD. The following is a list of the anticipated Site Visits and Workshops for this project.

 - a. Conduct up to one (1) information gathering meeting with PWD staff. Capture background information from Plant staff. This will occur with the Kick-off Meeting.
 - b. For the Condition Assessment, conduct up to two (2) site visits by the assessment team. Each of the assessment teams will include up to three (3) people. The duration of each visit will be up to 2 days onsite.
2. Perform a facility analysis to identify capacity of the plant. Activities consist of the following:

- i. Evaluate the Water Treatment Plant's disinfection strategy and make general recommendations for improvement.
 - ii. Process Capacity Analysis: The potential maximum treatment capacity of each unit process element and support facilities (chemical feed, solids handling, wash water return) will be identified. Historical data, record drawings, published standards and criteria, and calculations will be used to estimate the maximum process capacity.
 - iii. Regulatory Capacity Analysis: The maximum treatment capacity allowed under the current regulations will be quantified.
 - iv. Prepare a technical memorandum summarizing the results of this task and deliver a draft copy to PWD for comments. Finalize and incorporate comments.
3. Condition Assessment
- A condition assessment will be performed under this subtask to estimate useful remaining life, maintenance requirements, reliability, replacement needs, and refurbishment potential of all existing facilities. Assessments will be made on the basis of best professional judgment and relevant guidance/code requirements such as Hydraulic Institute Standards and National Electrical Code. The following systems and components will be evaluated for plant facilities.
- i. Mechanical systems, including process related components
 - ii. Piping & conveyance
 - iii. Electrical systems
 - iv. Instrumentation & controls, including SCADA
 - v. Structural (not including Administration Building)
 - vi. Civil & site systems consisting of roads, fence, and drainage elements
 - vii. The assessment results will be documented using existing equipment tagging conventions when available.
 - viii. Cost Estimate: Opinions of probable construction cost for the recommended upgrades, improvements, and replacement recommendations will be prepared to a Class 5 level estimate and defined by AACE International.

TIME OF PERFORMANCE

The work described herein will be completed within 4 months from Notice to Proceed.

PAYMENT

Task No.	Labor Hours	Fee
1. Project Management	20	\$3,000
2. Facility Analysis	80	\$13,000
3. Condition Assessment	110	\$19,000
	210	\$35,000

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PALMDALE CHAMBER OF COMMERCE

**76th Annual
INSTALLATION
GALA**

**JAN
13TH**

Come Join Us
January 13th, 2017 6:00pm
at the Rancho Vista Golf Club
for the 76th Annual Installation Gala
where we will install our 2017 Board of Directors and
thank those who made 2016 great!

 **Palmdale
Chamber**
OF COMMERCE

Tickets and Sponsorships Available Now, Contact the
Palmdale Chamber office at 661-273-3232



(<http://www.csda.net>)

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Webinar: Brown Act - Principles, Traps, and Violations

Presenter: Anne Collins

Brown Act violations, most often unintentional, impede the effective governance of special districts. This workshop will use entertaining hypotheticals to engage participants in a wide-ranging, hands-on overview of the Brown Act to help board members stay in compliance when it comes to closed sessions, public comments, serial meetings, and e-Communications. Newly elected and experienced board members alike will be equipped with the tools needed to avoid falling into Brown Act traps.

10:00 am - 12:00 pm

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 1/18/2017 - 1/18/2017

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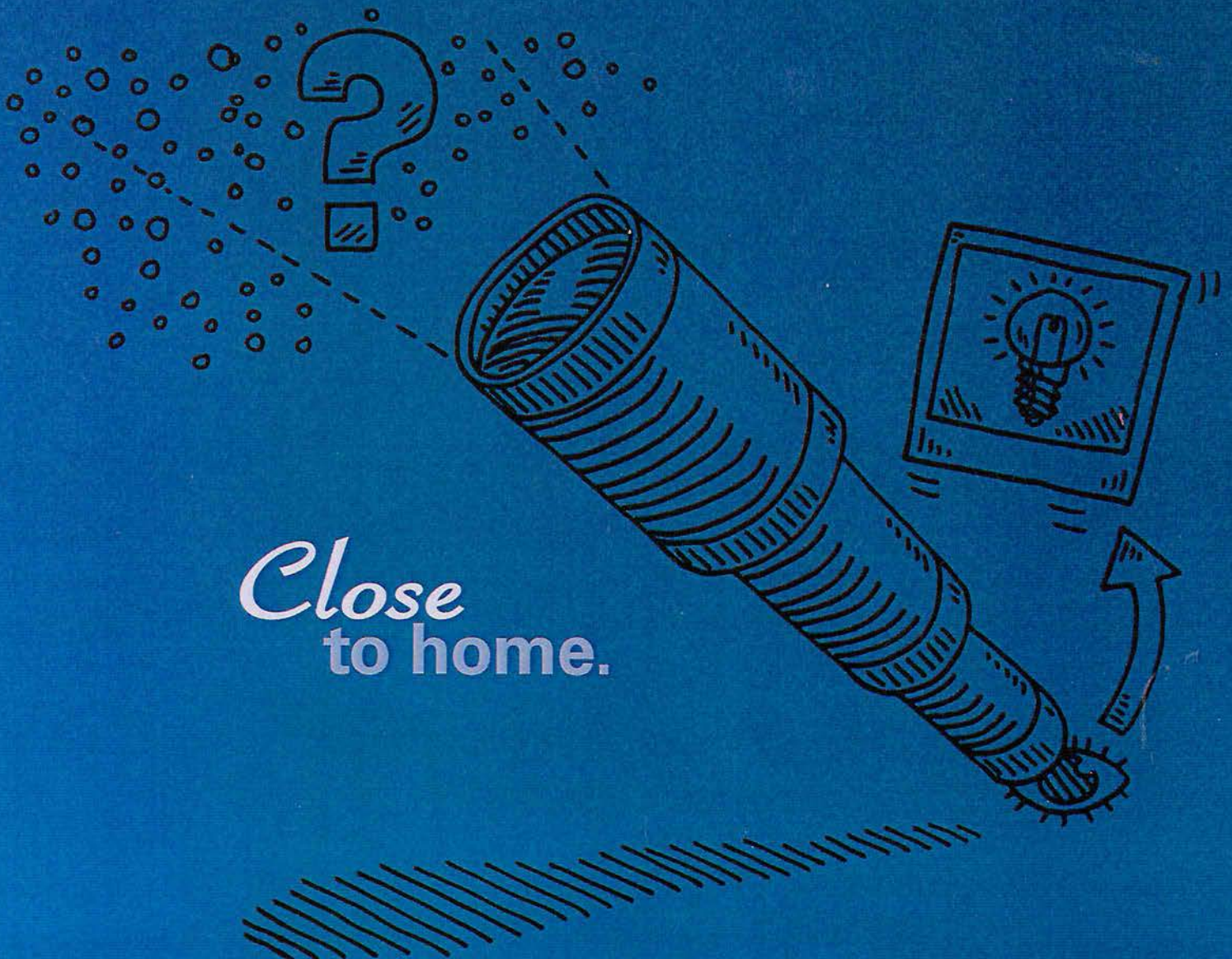


California Special
Districts Association
Districts Stronger Together

New

**BOARD MEMBER
BEST PRACTICES
WORKSHOP**

- CONVENIENT
- AFFORDABLE
- EDUCATIONAL



Close
to home.

Wow

GREAT BOARDS ARE MADE UP OF GREAT BOARD MEMBERS



GREAT BOARDS ARE MADE UP OF GREAT BOARD MEMBERS: they have a unity of purpose and a shared vision for their district. They may not always agree, but they come together when it counts for the good of the district and their constituents. Get your start, or continue down the path, of being a great board member with the following professional development events tailored to the unique needs of California's special district board members and trustees.

OUR BOARD MEMBER BEST PRACTICES WORKSHOP will get you up to speed quickly and with six workshops – one in each of CSDA's District NetWorks - there is sure to be one close to home.

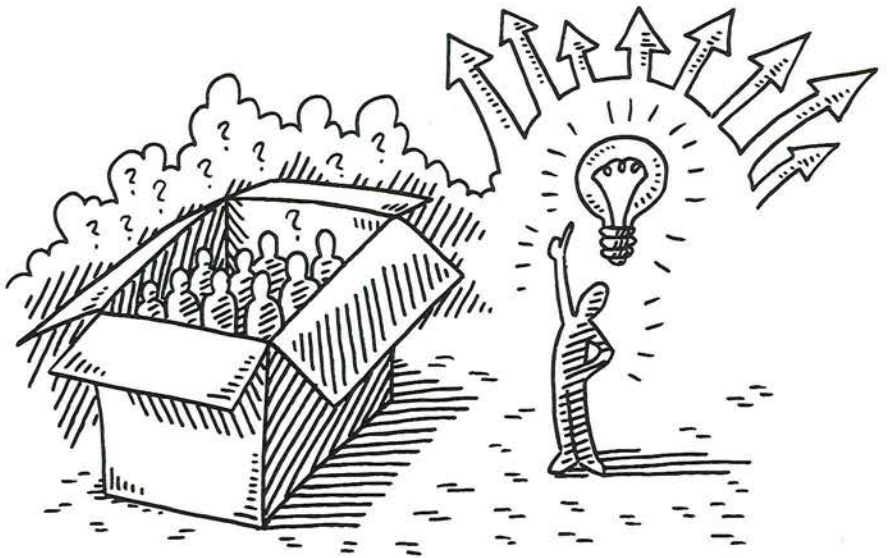
This **fast-paced and informative session covers all of the essential best practices of serving as a board member or trustee of a special district.** As an introduction to CSDA's Special District Leadership Academy, this session will highlight: the roles of board members and staff; policies and procedures your district should consider to ensure effective governance; and general ethics principles related to special districts including an overview of laws affecting special districts (among other important topics).



*No need to bring
your luggage!*

Packaged for you...

*...Brought
to your
Network!*



January 19, 2017 – SOUTHERN NETWORK – THREE VALLEYS MUNICIPAL WATER DISTRICT: 1021 E. MIRAMAR AVENUE, CLAREMONT, CA 91711

January 26, 2017 – COASTAL NETWORK – SANTA YNEZ COMMUNITY SERVICES DISTRICT: 1070 FARADAY STREET, SANTA YNEZ, CA 93460

February 3, 2017 – SIERRA NETWORK – CSDA TRAINING CENTER, 1112 I STREET, SUITE 250, SACRAMENTO, CA 95814

February 9, 2017 – CENTRAL NETWORK – CLOVIS VETERANS MEMORIAL DISTRICT, 808 4TH STREET, CLOVIS, CA 93612

February 16, 2017 – BAY AREA NETWORK – SANTA CLARA VALLEY WATER DISTRICT, 5750 ALMADEN EXPRESSWAY, SAN JOSE, CA 95118

February 23, 2017 – NORTHERN NETWORK – SHASTA MOSQUITO & VECTOR CONTROL DISTRICT, 19200 LATONA ROAD, ANDERSON, CA 96007

Don't forget!

BOARD MEMBERS AND TRUSTEES ARE REQUIRED TO RECEIVE THE FOLLOWING TRAINING:

Required Ethics AB 1234 Compliance Training – Every two years if you receive compensation or are reimbursed for your expenses. This is a best practice for all board members/trustees.

You can satisfy this requirement one of four ways:

- Live Ethics Compliance webinar: March 16, 2017 from 10:00 a.m. – 12:00 p.m.
- Participating in the Board Member Best Practices workshop.
- On-Demand Ethics Compliance webinar: available on-demand at www.csdanet.net. You can watch anytime, anywhere, and print your own certificate.
- Ethics Compliance DVD: visit csdanet.net, click professional development and bookstore.

Required Harassment Prevention Training for District Boards and Staff – Every two years if you receive any type of compensation, salary or stipend. This is a best practices for all board members/trustees.

You can satisfy this requirement one of two ways:

- Live Required Sexual Harassment Prevention webinar: January 24, 2017 from 10:00 a.m. – 12:00 p.m.
- On-Demand Sexual Harassment Prevention webinar: available on-demand at www.csdanet.net. You can watch anytime, anywhere and print your own certificate.

Other helpful professional development activities for new and experienced board members include:

- CSDA's Special District Leadership Academy Conference
- CSDA webinars – available live or on-demand at www.csdanet.net
 - Must Have Communication Protocols for Board Members and Staff
 - Brown Act: Principles, Traps, and Avoiding Unintentional Violation
 - Rules of Order Made Easy!
 - Who Does What? Best Practices in Board/Staff Relations
 - Understanding Board Member & District Liability Issues

**CSDA**

California Special Districts Association

2017 BOARD MEMBER BEST PRACTICES REGISTRATION

One form per registrant. Please make copies as needed.

Name/Title:

District:

Address:

City:

State:

Zip:

Phone:

Email:

Member status: ☐ CSDA + SDRMA Member ☐ CSDA Member ☐ Non-member**BOARD MEMBER BEST PRACTICES WORKSHOP****Total**☐ January 19, 2017 – Southern Network - Claremont☐ January 26, 2017 – Coastal Network - Santa Ynez☐ February 3, 2017 – Sierra Network - Sacramento☐ February 9, 2017 – Central Network - Clovis☐ February 16, 2017 – Bay Area Network - San Jose☐ February 23, 2017 – Northern Network - Anderson☐ FREE SDRMA Member ☐ \$50 CSDA Member ☐ \$75 Non-Member

BOARD MEMBER BEST PRACTICES WORKSHOP - SUBTOTAL 1:

REQUIRED AND RECOMMENDED TRAINING WEBINARS**Total**Required Sexual Harassment Prevention Training for Special Districts
January 24, 2017 @ 10:00 a.m. – 12:00 p.m.☐ Free SDRMA Member ☐ \$69 CSDA Member ☐ \$99 Non-MemberRequired Ethics Compliance Training – AB1234
March 16, 2017 @ 10:00 a.m. – 12:00 p.m.☐ Free SDRMA Member ☐ \$69 CSDA Member ☐ \$99 Non-Member

WEBINARS - SUBTOTAL 2:

(COMBINE SUBTOTALS 1 AND 2) ---- TOTAL AMOUNT DUE:

Cancellations must be made IN WRITING and received via fax or mail no later than three days prior to the seminar. All cancellations made within the specified time will be refunded less a \$25 processing fee.

Payment information☐ Check ☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

Acct. name:

Acct. Number:

Expiration date:

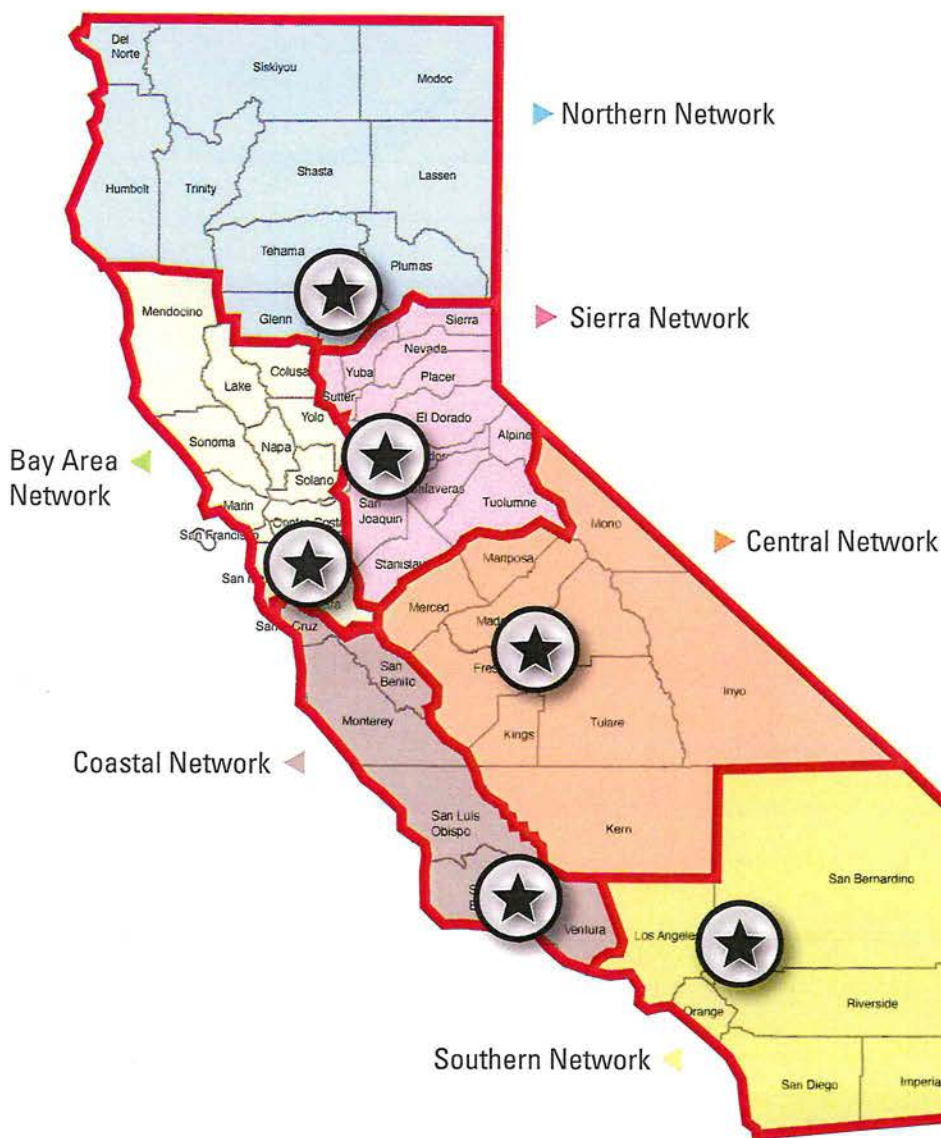
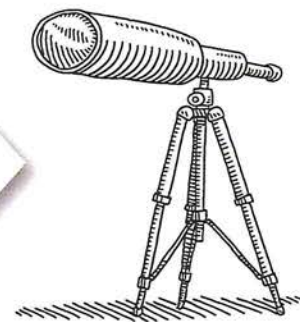
Authorized Signature:

Mail or Fax completed form to:CSDA, 1112 I Street, Suite 200
Sacramento, CA 95814
f: 916.520.2465**Questions?**Please contact us toll-free:
877.924.2732**Visit www.csda.net for
additional cost-effective and
convenient trainings.**

Local

BOARD TRAININGS CLOSE TO HOME!

ONE HELD IN EACH OF
CSDA'S DISTRICT NETWORKS
for your convenience!



BOARD MEMBER BEST PRACTICES WORKSHOP

MEETS ETHICS TRAINING REQUIREMENT
EARN SDRMA CREDIT INCENTIVE POINTS

AGENDA

8:30 – 9:00 A.M.
REGISTRATION

9:00 A.M. – 12:00 P.M.
WORKSHOP

12:00 – 1:00 P.M.
LUNCH PROVIDED AND
DISTRICT NETWORK DISCUSSION

COST

FREE - SDRMA MEMBER
\$50 - CSDA MEMBER
\$75 - NON-MEMBER

Find one near you!

January 19, 2017 – SOUTHERN NETWORK

January 26, 2017 – COASTAL NETWORK

February 3, 2017 – SIERRA NETWORK

February 9, 2017 – CENTRAL NETWORK

February 16, 2017 – BAY AREA NETWORK

February 23, 2017 – NORTHERN NETWORK

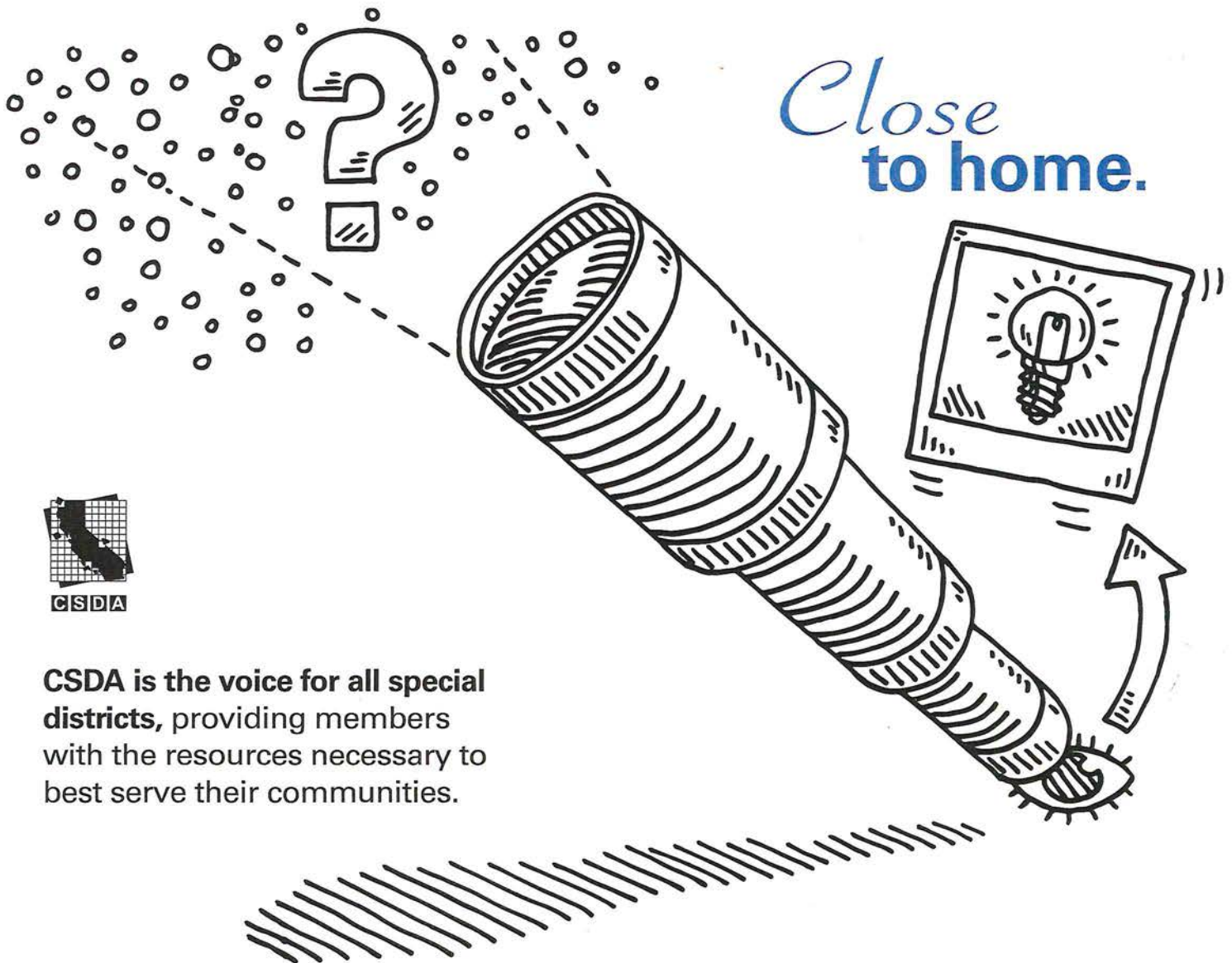




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1112 I Street, Suite 200
Sacramento, CA 95814

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CSDA is the voice for all special districts, providing members with the resources necessary to best serve their communities.



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+ NAV

Webinar: Required Harassment Prevention for Staff/Board

Presenter: Dennis Timoney

Meets AB1661 Requirement. Receive your harassment prevention compliance training for special districts with this webinar. Sexual harassment prevention training is mandatory for supervisory employees of special districts and other organizations as well as special district board members who receive any type of compensation and/or reimbursement. Employers are required to ensure that all managers/supervisory employees as well as directors/trustees receive at least two hours of sexual harassment prevention training every two years.

10:00 am - 12:00 pm

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 1/24/2017 - 1/24/2017

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+ NAV

Webinar: Required Harassment Prevention for Staff/Board

Presenter: Kelly Trainer and Traci Park

Meets AB1661 Requirement. Receive your harassment prevention compliance training for special districts with this webinar. Sexual harassment prevention training is mandatory for supervisory employees of special districts and other organizations as well as special district board members who receive any type of compensation and/or reimbursement. Employers are required to ensure that all managers/supervisory employees as well as directors/trustees receive at least two hours of sexual harassment prevention training every two years.

10:00 am to 12:00 pm

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 6/6/2017 - 6/6/2017

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Webinar: Rules of Order Made Easy!

Presenter: Lorenzo Cuesta

Having an understanding of the rules of order for board meetings is important for special district staff and elected/appointed officials. These rules help to make sure that meetings are productive, orderly, and efficient. Participants in this webinar will learn the general protocols used in: " Board discussions; " Making and passing motions; " Rescinding, reconsidering, or amending something previously adopted; " Consent items; " Point of order; " Appeals, requests, voting and quorums.

One of the webinar options for the Board Secretary/Clerk Certificate program.

10:00 am - 11:30 am

\$49 SDRMA member

\$65 CSDA member

\$95 Non-member

When 1/26/2017 - 1/26/2017

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Webinar: Maximize Your Membership - Benefits

Presenter: Cathrine Lemaire

Quick, easy, and free webinar focusing on the resources and information accessible to you as a CSDA member.

10:00 am - 10:30 am

Free

When 1/27/2017 - 1/27/2017

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Proposition 26, Proposition 218 & Rate Setting



Please note date change.

Presenters: Kelly Salt (Best Best & Krieger) & Chris Fisher (Willdan Financial Services)

On November 2, 1996, the California voters approved Proposition 218, which amended the California Constitution by adding new substantive and procedural requirements for the adoption of taxes, assessments, and property-related fees and charges. On November 2, 2010, the voters approved Proposition 26, another ballot initiative that further restricts the ability of the state and local governments to raise revenues to fund government services, facilities, and regulatory programs, by reclassifying certain fees and charges as taxes. This workshop will provide an update on recent court cases and legislation interpreting and clarifying property-related fees and charges under Proposition 218 and an overview of the provisions of Proposition 26 and the impacts that they may have on local governments and their ability to raise revenues.

\$225 CSDA Member

\$340 Non-Member

When 1/31/2017 - 1/31/2017

Where Vista Irrigation District
1391 Engineer Street
Vista, CA 92081-8840 United States

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Proposition 26, Proposition 218 & Rate Setting



Presenters: Kelly Salt (Best Best & Krieger) & Chris Fisher (Willdan Financial Services)

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\$225 CSDA Member

\$340 Non-Member

When 3/15/2017 - 3/15/2017

Where East Bay Municipal Utility District
375 11th Street
Oakland, CA 94607 United States

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Webinar: Recent Developments in the Public Records Act

Presenter: Brian Bergman

Public Records Act (PRA) compliance often involves balancing multiple factors, including transparency of the government process, privacy rights of individuals who have documents retained by the public entity, and costs of compliance. 2015 and 2016 saw courts rule on several important PRA cases regarding (1) whether public entities must turn over attorney invoices, (2) whether inadvertent disclosure of privileged items in response to a PRA request waives privilege, (3) entitlement to recover attorney's fees under the PRA, and (4) several cases discussing the scope of PRA exemptions. This presentation will cover the main items that every attorney should know when responding to a PRA request, tips and tricks for handling a PRA lawsuit, and cover recent major PRA case decisions.

10:00 am - 11:30 am

\$65 CSDA member

\$95 Non-member

When 1/31/2017 - 1/31/2017

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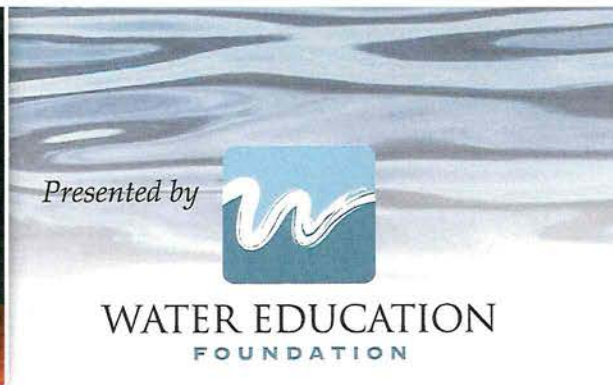


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February 2-3, 2017

West Sacramento City Hall
1110 West Capitol Ave.
West Sacramento, CA

Deepen Your Knowledge of this Critical Resource!

This daylong course with an optional second half-day offers you the opportunity to learn California water basics, hot topics and water district board member governance. The course will be held **February 2 and 3, 2017**, at the West Sacramento City Hall, 1110 West Capitol Ave., in West Sacramento. *The course will run from 9 a.m. to 5 p.m. on February 2 and 9 a.m. to Noon on February 3.*

Water 101 is open to anyone interested in learning more about the historical, legal and management aspects of water in California, and about the key water issues facing the state – including **the drought, groundwater management and the Delta**. The course will be especially beneficial to water resource industry staff, engineering and environmental firm personnel, attorneys, legislators, legislative staff, press, advocates, stakeholders, environmentalists, public interest organizations and water district directors and staff.

TOP SPEAKERS INCLUDE:

- **Lester Snow**, former California natural resources secretary and former director of the state Department of Water Resources, discussing the crisis of groundwater and other hot topics such as the Delta.
- **Alf Brandt**, Senior Counsel for Assembly Water, Parks & Wildlife Committee, Office of Assembly Speaker Anthony Rendon, on working with and understanding the state Legislature and current legislative proposals involving water.
- **Jennifer Harder**, Assistant Professor at McGeorge Law School, providing an overview of the California water rights system.
- *And many more!*

EDUCATIONAL SESSIONS

Educational sessions the first day will include discussions on:

- History and geography of California water
- Drought, Delta, groundwater & other critical areas of concern
- The legal and institutional management framework
- Water use and demand ➤ Water rights

On the second day participants will be provided with

- A governance primer for water district directors that will include the roles and responsibilities of a director, legal requirements of board members.
- Tips on understanding the news media and explaining water issues in a multimedia world

COST: \$275 Registration fee includes all educational materials, coffee breaks, lunch on February 2 and a *graduation certificate* upon completion.

A limited amount of scholarship funding is available and will be determined on a case-by-case basis.

**One-day-only registration
for February 2: \$225.**

To register or get more information, go online at www.watereducation.org/conferences or contact the Water Education Foundation at 916-444-6240 with any questions.



(<http://www.csda.net>)

+ NAV

Webinar: Understanding Board Member & District Liability

Presenter: Dennis Timoney

Having a complete understanding of the potential liability issues in your district can prevent problems in the future and even assist with efficiency and communication protocols. This webinar is a discussion of the legal role of the board in a public agency and the role of individual board members acting within the course and scope of their official duties.

One of the webinar options for the Board Secretary/Clerk Certificate program.

10:00 am - 11:30 am

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 2/8/2017 - 2/8/2017

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Webinar: Maximize Your Membership - Legislative/Outreach

Presenter: Cathrine Lemaire

Quick, easy, and free webinar focusing on the resources and information accessible to you as a CSDA member.

10:00 am - 10:30 am

Free

When 2/10/2017 - 2/10/2017

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Webinar: Sustainability Best Practices

Presenter: Institute for Local Government

Sustainability is not simply about the environment. Sustainable organizations take practical steps to foster and maintain a high quality of life for their communities on an ongoing basis, which create long-term benefits. By taking advantage of opportunities to invest in energy efficiency, renewable energy, water supply, wastewater management and other sustainability practices, special districts can improve the fiscal health of their organizations and the economic prosperity of the residents and businesses they serve. This webinar will provide an overview of the critical role special districts play in protecting natural resources and the environment, the variety of ways special districts are becoming more sustainable, and case examples of how districts are implementing innovative sustainability practices to improve their operations and the environment.

10:00 am - 11:30 am

\$65 CSDA member

\$95 Non-member

When 2/15/2017 - 2/15/2017

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HR Boot Camp for Special Districts



Presenters: Liebert Cassidy Whitmore

Are you prepared to face the important trends that are emerging now? This full day HR Boot Camp that will cover cutting edge information that HR professionals at special districts need to know.

Divided into four segments: Hiring, Performance Evaluation, Employee Discipline, and Legal Trends, this day is designed to maximize your time and give you substantive information you can use at your districts right away. Attendees will get answers to their burning HR questions, including best practices that other HR professionals are using, as well as easy mistakes that others have made.

\$150 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration w/Continental Breakfast

9:00 am - 4:15 pm Workshop (Lunch provided)

When 2/21/2017 - 2/21/2017

Where

Cucamonga Valley Water District

10440 Ashford Street

Rancho Cucamonga, CA 91730 United States

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HR Boot Camp for Special Districts



Presenters: Liebert Cassidy Whitmore

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\$150 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration w/Continental Breakfast

9:00 am - 4:15 pm Workshop (Lunch provided)

When 8/9/2017 - 8/9/2017

Where

Greater Vallejo Recreation District

395 Amador Street

Vallejo, CA 94590-6320 United States

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+ NAV

Webinar: Who Does What? Best Practices in Board/Staff

Presenter: Christopher Pisano & Ruben Duran

Effective government at the local level relies on many people playing specific roles. This webinar will cover applicable laws and best practices for developing positive and effective relationships between elected board members and their staff, including a discussion of legal standards and practical tips to ensure good and productive government.

10:00 am - 12:00 pm

\$49 SDRMA member

\$65 CSDA member

\$95 Non-member

When 2/22/2017 - 2/22/2017

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(<http://csdafinance.net/>)

SDLA

CSDA's
Special District
Leadership Academy

3 opportunities
for training
THROUGHOUT THE STATE!

FEB. 26 - MAR. 1, 2017 - LA JOLLA

APR. 23-26, 2017 - SAN LUIS OBISPO

JULY 9-12, 2017 - NAPA

SPECIAL DISTRICT LEADERSHIP ACADEMY CONFERENCE



*A Comprehensive Governance Leadership Conference
for Elected and Appointed Directors/Trustees.*



SDRMA

presented by
CSDA and
co-sponsored
by SDRMA



SDLA

Participate in the **Special District Leadership Academy Conference** and complete all four modules of the Academy during the course of two and a half days.

This conference content is based on CSDA's Special District Leadership Academy (SDLA) groundbreaking, curriculum-based continuing education program, which recognizes the necessity for the board and general manager to work closely toward a common goal. SDLA provides the knowledge base to perform essential governance responsibilities and is designed for both new and experienced special district board members.

CSDA has created this conference to provide new board members with immediate training, to offer newly elected board presidents the training they need to lead effectively, and to provide experienced board members with current practices and information about the key concerns facing special districts.



Whether you're new to the board or someone who has served for many years, this conference provides essential tools and information to effectively govern your district!



SDRMA Credit Incentive Points

Special District Risk Management Authority (SDRMA) is committed to establishing a strategic partnership with our members to provide maximum protection, help control losses, and positively impact the overall cost of property/liability and workers' compensation coverage through the Credit Incentive Program. Credit incentive points can be earned based on an agency's attendance at the Special District Leadership Academy Conference reducing SDRMA member's annual contribution amount.

"As a new board member, I truly enjoyed attending the Governance Foundations workshop. The material was informative, and I recommend this workshop to anyone serving as an elected official."

– Shiva Frentzen, Director, Cameron Park Community Services District

Why attend?

Local boards are the reason why local control is local. Special district boards are the voices of the community and they are also a large reason why special districts exist. The truth is that every elected or appointed public official needs to worry about governance; governance is what boards do. It's what they bring to the table. Governance is taking the wishes, needs, and desires of the community and transforming them into policies that govern the district.

Attendees will learn:

- Working as a team: The roles of the board and staff in your district.
- Attributes and characteristics of highly effective boards.
- How culture, norms, values, and operating styles influence the district.
- Specific jobs that the board must perform.
- How individual values, skills, and knowledge help shape how effective boards operate.
- The importance of moving from "I" to "we" as the governance team.
- The board's role in setting direction for the district.
- The board's role in finance and fiscal accountability.
- Much more!

Where to stay



February 26 – March 1, 2017
Embassy Suites La Jolla
 4550 La Jolla Village Drive
 San Diego, CA 92122

ROOM RESERVATIONS
 Room reservations are available at CSDA rate of \$159 plus tax, single or double occupancy by calling 1-800-362-2779 and using the group code XLE. The CSDA rate also includes discounted parking and complimentary guest room internet. The room reservation cut-off is January 27, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT
 The early bird discount for this location requires registration on or before Friday, January 27, 2017.

CANCELLATIONS
Cancellations must be in writing and received by CSDA no later than February 13, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after February 13, 2017. Substitutions are acceptable and must be done in writing no later than February 20 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csla.net or fax to 916-520-2465.



April 23 – 26, 2017
Embassy Suites San Luis Obispo
 333 Madonna Road
 San Luis Obispo, CA 93405

ROOM RESERVATIONS
 Room reservations are available at CSDA rate of \$120 plus tax, single or double occupancy by calling 805-549-0800 and using the group code XCO. There is complimentary self-parking at this location. The room reservation cut-off is March 24, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT
 The early bird discount for this location requires registration on or before Friday, March 24, 2017.

CANCELLATIONS
Cancellations must be in writing and received by CSDA no later than April 10, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after April 10, 2017. Substitutions are acceptable and must be done in writing no later than April 17 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csla.net or fax to 916-520-2465.



July 9 – 12, 2017
Embassy Suites Napa Valley
 1075 California Blvd.
 Napa, CA 94559

ROOM RESERVATIONS
 Room reservations are available at CSDA rate of \$169 plus tax, single or double occupancy by calling 1-800-HILTONS and using the group code CAS. The room reservation cut-off is June 9, 2017, however, space is limited and may sell out before this date.

EARLY BIRD DISCOUNT
 The early bird discount for this location requires registration on or before Friday, June 9, 2017.

CANCELLATIONS
Cancellations must be in writing and received by CSDA no later than June 26, 2017 at 5:00 p.m. All cancellations received by this date will be refunded less a \$75 cancellation fee. There will be no refunds for cancellations made after June 26, 2017. Substitutions are acceptable and must be done in writing no later than July 3 at 5:00 p.m. Please submit any cancellation notice or substitution requests to meganh@csla.net or fax to 916-520-2465.

Schedule of Events

Demonstrate your commitment to good governance.

During the course of this conference, you will complete the entire Academy.

SUNDAY

5:30 – 7:00 p.m.

REGISTRATION AND NETWORKING RECEPTION



Take a moment to network with your peers from throughout the state at this informal networking reception. Reception includes light appetizers.

MONDAY

8:30 a.m. – 12:30 p.m. (Break for all attendees from 10:00 - 10:30 a.m.)

BUILDING A FOUNDATION FOR GOOD GOVERNANCE

In this informational session, the instructor will lay the ground work for good governance in your district. Attendees will discover:

- Why good governance is so important to the overall well-being of the district.
- The traits of effective board members.
- What good governance means and how to effectively put it into practice
- How to move your board from "I" to "we," including how to become an effective team, establish team standards, and essential conditions for team building.

This session covers Module 1 of the Special District Leadership Academy: Governance Foundations.



"Helped clarify my role as a new director."

— D. Albright, Director, Greater Vallejo Recreation District

12:30 – 1:30 p.m.

LUNCH PROVIDED (all attendees)

1:45 – 4:30 p.m. (Break for all attendees from 3:00 - 3:30 p.m.)

FULFILLING YOUR DISTRICT'S MISSION - CHARTING THE COURSE

This session will highlight the importance of setting the direction for your district. Learn the critical components of direction setting for your district along with how to avoid planning pitfalls. Attendees will walk through the steps of establishing and fulfilling your district's mission, vision, values, and strategic goals and how to communicate those objectives to your constituents.

This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.

5:30 – 7:00 p.m.

SIP AND SAVOR EVENING RECEPTION

Join us for a lively evening of networking and refreshments.

Sponsored by Special District Risk Management Authority



You must attend all education sessions to earn your graduation certificate at the conclusion of the conference.

TUESDAY

8:30 – 10:00 a.m.

GET THE WORD OUT! BEST PRACTICES FOR COMMUNICATION AND OUTREACH

This session looks at common communication breakdowns and potential areas for improvement in public agency communications. It will discuss proper and effective communication methods to be aware of as a governing official including:

- Identifying audiences.
- Responding to public input.
- Media relations.
- Legislative outreach and advocacy.

This session covers Module 2 of the Special District Leadership Academy: Setting Direction/Community Leadership.

10:00 – 10:30 a.m.

BREAK (all attendees)

10:30 a.m. – 12:00 p.m.

DEFINING BOARD AND STAFF ROLES AND RELATIONSHIPS PART 1

This conference session will teach participants how to determine the Human Resource health of their district and what areas to focus on as a board and individual governing official including:

- Identifying the board's role in human resources.
- Recognizing HR red flags and positive indicators.
- Developing and maintaining essential HR policies.
- Covering confidentiality and legal liabilities.
- Evaluating the general manager.

This session covers Module 4 of the Special District Leadership Academy: Board's Role in Human Resources.

12:00 – 1:00 p.m.

LUNCH PROVIDED (all attendees)

1:15 – 4:00 p.m. (Break for all attendees from 2:45 - 3:00 p.m.)

DEFINING BOARD AND STAFF ROLES AND RELATIONSHIPS PART 2

OPEN EVENING

WEDNESDAY

8:30 a.m. – 12:00 p.m. (Break for all attendees from 10:00 - 10:30 a.m.)

SHOW ME THE MONEY! WHAT DO BOARD MEMBERS NEED TO KNOW ABOUT DISTRICT FINANCES?

This session will provide a review and insight of important financial concepts, reports, and policies specific to public agencies including special districts. Attendees will learn:

- How to ask the right questions.
- How to link the finance process to the district mission and goals.
- Budget process, budget assessment, and communicating budget information to the public.
- How to develop and analyze capital improvement plans and reserve guidelines.

This session covers Module 3 of the Special District Leadership Academy: Board's Role in Finance and Fiscal Accountability.

12:00 – 12:30 p.m.

GRADUATION - CERTIFICATE DISTRIBUTION

At the completion of the conference attendees will be awarded a certificate of completion for the Special District Leadership Academy.

Attendees must attend all education sessions to receive credit.



"The workshop on Setting Direction/Community Leadership was out-standing. The instructor defined roles and responsibilities which were essential to productive and conscientious board members. The Leadership Academy should be a requirement for all new board members."

– Dave Kulchin, Board Member, Leucadia Wastewater District



2017 Registration Form

Special District Leadership Academy Conference

Three Ways to Register

- **Register online** by visiting the Special District Leadership Academy Conference website at leadershipacademy.csda.net.
 - **Fax number:** 916-520-2465. All faxed registration forms must include credit card payment.
 - **Mail:** CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814. Please include registration form and payment.
- Checks should be made payable to: California Special Districts Association.

Not sure if you are a member?

Contact the CSDA office at 877-924-2732 to find out if your agency or company is already a member. To learn more about the many benefits of CSDA membership, contact Member Services Director Cathrine Lemaire at cathrinel@csda.net or call toll-free at the number listed above.

Registration fees include:

- 2.5 days of education and materials
- 2 luncheons
- 2 receptions

Name/Title:		
District:		
Address:		
City:	State:	Zip:
Phone:	Fax:	
<input type="checkbox"/> Member <input type="checkbox"/> Non-member	Email:	
Emergency Contact - Name & Phone:		
WHICH CONFERENCE WILL YOU BE ATTENDING?		
FEBRUARY 26 - MARCH 1, 2017 - LA JOLLA EARLY BIRD DISCOUNT: JANUARY 27 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER JANUARY 27 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	APRIL 23-26, 2017 - SAN LUIS OBISPO EARLY BIRD DISCOUNT: MARCH 24 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER MARCH 24 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975	JULY 9-12, 2017 - NAPA EARLY BIRD DISCOUNT: JUNE 9 <input type="checkbox"/> CSDA Member \$600 <input type="checkbox"/> Non-Member \$900 AFTER JUNE 9 <input type="checkbox"/> CSDA Member \$650 <input type="checkbox"/> Non-Member \$975
SEND MORE - SAVE MORE! -- SPECIAL DISCOUNTED PRICING!		
ADDITIONAL ATTENDEE FROM THE SAME DISTRICT BEFORE EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member \$400 <input type="checkbox"/> Non-Member \$600	ADDITIONAL ATTENDEE FROM THE SAME DISTRICT AFTER EARLY BIRD DISCOUNT <input type="checkbox"/> CSDA Member \$450 <input type="checkbox"/> Non-Member \$675	
Payment		
<input type="checkbox"/> Check <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express		
Acct. name:	Acct. Number:	
Expiration date:	Authorized Signature:	
Special needs		
<input type="checkbox"/> Vegetarian <input type="checkbox"/> Other:		



(<http://www.csdanet.org>)

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Webinar: Financing Mission Critical Infrastructure

Presenter: CSDA Finance Corp

Does your district need money for capital improvements? Do you have questions about financing options and you don't know who to ask? The CSDA Finance Corporation is hosting a complimentary, highly interactive webinar designed to address your district's specific needs. Lead by the CSDA Finance Corporation's team of expert consultants.

10:00 am - 11:00 am

Free, sponsored by CSDA Finance Corporation

When 3/1/2017 - 3/1/2017

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Webinar: Best Practices in Agenda Prep & Taking Minutes

Presenter: Atkinson, Andelson, Loya, Ruud & Romo

Agendas and minutes drive the various meetings special district staff and elected officials participate in regularly. Understanding the essential and required components in agendas and how you can assist with agenda items is a key function for staff. Accurately recording minutes at meetings is also a critical function as they serve to reflect the general discussion and action taken at a meeting as well as being historical documents for the district. In this webinar, attendees will learn some best practices and legal requirements as they relate to agendas, minutes, and Brown Act requirements.

One of the webinar options for the Board Secretary/Clerk Certificate program.

10:00 am - 11:30 am

\$49 SDRMA member

\$65 CSDA member

\$95 Non-member

When 3/7/2017 - 3/7/2017

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Financial Management for Special Districts



Presenters: David Becker, James Marta & Co
Money, money, money...It's on everyone's mind and on your job description. Make sure you understand the full scope of financial information affecting special districts today. From budgeting

and internal controls to long term planning and capital improvement plans. Attendees will get the information they need to begin to assess the overall financial health of their district and steps needed to make positive changes.

\$150 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration w/Continental Breakfast

9:00 am - 4:30 pm (Lunch provided)

When 3/8/2017 - 3/8/2017

Where

Cucamonga Valley Water District

10440 Ashford Street

Rancho Cucamonga, CA 91730 United States

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Financial Management for Special Districts



Presenters: Justin Williams, Mann, Urrutia, Nelson
CPAs & Associates LLP

Money, money, money...It's on everyone's mind
and on your job description. Make sure you
understand the full scope of financial information

affecting special districts today. From budgeting and internal controls to long term
planning and capital improvement plans. Attendees will get the information they need
to begin to assess the overall financial health of their district and steps needed to make
positive changes.

\$150 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration w/Continental Breakfast

9:00 am - 4:30 pm (Lunch provided)

When 8/10/2017 - 8/10/2017

Where

Greater Vallejo Recreation District

395 Amador Street

Vallejo, CA 94590-6320 United States

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2017 LEGISLATIVE SYMPOSIUM

March 8, 2017

Sacramento Convention Center
1400 J Street, Sacramento



**Join us for ACWA's 2017 Legislative Symposium,
on March 8 at the Sacramento Convention Center.**

ACWA's Legislative Symposium has been an annual Sacramento event engaging water district Directors, General Managers, attorneys, and staff from across the state with up-to-date information on critical policy issues.

*Check ACWA website for more
information at www.acwa.com*

Questions? Please contact ACWA's Member Services & Events at events@acwa.com or 916.441.4545.

*Attendance at this event by a public official will
constitute acceptance of a reportable gift.*



REGISTRATION

Online registration is
now open at
www.acwa.com

Online registration and
cancellation deadline is
February 24, 2017,
4:30 p.m. (PST).

Advantage Pricing

Regular: \$245 Onsite: \$265

Standard Pricing

Regular: \$370 Onsite: \$390

Program materials, continental
breakfast and lunch are included.

To be eligible for "Advantage" Pricing
you **MUST** be an ACWA Public Agency
member, Associate or Affiliate.



HOTEL

Hyatt Regency Sacramento
1209 L Street
Sacramento, CA
Phone: 800-223-1234

Group Rates

\$189/night + taxes & fees
The cut-off date to receive
this special rate is
February 14, 2017

Make your reservations
online at:

<https://resweb.passkey.com/go/ACWS>

WANT TO BE A SPONSOR?

We are looking for
organizations to sponsor this
workshop. Your sponsorship
shows your organization's
support of ACWA and its
members while gaining
visibility among the state's
water leaders. Please contact
Paula Currie at PaulaC@acwa.com
for more information.



2017 LEGISLATIVE SYMPOSIUM

March 8, 2017 • Sacramento Convention Center
Register Online at www.acwa.com

REGISTRATION & CANCELLATION DEADLINE IS FEBRUARY 24, 2017

PRICING REFERENCE SHEET

REGISTRATION FEES

REGULAR (ends 2/24/17) ONSITE

Advantage (For ACWA public agency members, affiliates & associates ONLY)

\$245

\$265

Standard (Applies to non-members of ACWA)

\$370

\$390

Your registration fee includes: continental breakfast, lunch and materials.

HOTEL INFORMATION

You must be registered for the ACWA Legislative Symposium in order to make hotel reservations at the special room rate.

Hyatt Regency Sacramento

1209 L Street, Sacramento, CA
800-223-1234

Special Hotel Rate: \$189 per night + taxes & fees (The cut-off date to receive this special rate is February 14, 2017)

Reservations can be made by one of the following ways:

ONLINE: <https://resweb.passkey.com/go/ACW5>

PHONE: Call 888-421-1442 (Please identify yourself as part of the Association of California Water Agencies)

Any reservation made after February 14, 2017 is subject to the hotel's regular room rate and based on availability.

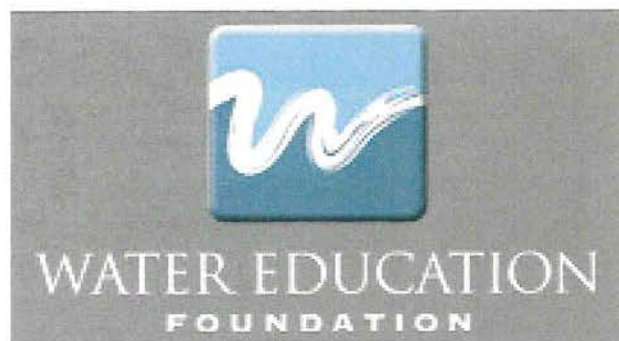
Hotel Questions, Cancellation or Changes: Contact hotel directly at 888-421-1442

PAYMENT INFORMATION

☒ Check payable to ACWA – 910 K Street, Ste. 100 • Sacramento, CA 95814

☒ Charge credit card: MasterCard or Visa

Questions? Contact us at 916.441.4545, toll free 888.666.2292 (Event terms and conditions available at acwa.com in the event section.)



March 8, 2017 - March 10, 2017

CENTRAL VALLEY TOUR 2017 FIELD TRIP

Join us as we venture through California's Central Valley, known as the nation's breadbasket thanks to an imported supply of surface water and local groundwater. Covering about 20,000 square miles through the heart of the state, the valley provides 25 percent of the nation's food, including 40 percent of all fruits, nuts and vegetables consumed throughout the country.

[Buy Tickets on Eventbrite](#)

This 3-day, 2-night tour focuses on the San Joaquin Valley, the southern part of the vast region, which is facing challenges after years of severe drought, dwindling water supplies, decreasing water quality and farmland conversion for urban growth. This tour gives participants an understanding of the region's water use and issues as well as the agricultural practices, including new technologies and water-saving measures.



[Friant Dam](#)

Participants will visit farms and some of the state's major infrastructure, such as Friant Dam and the San Luis Reservoir, as well as the San Luis National Wildlife Refuge, a major wintering ground and migratory stopover point for large concentrations of waterfowl and shorebirds. The tour begins and ends at Sacramento International Airport.

What attendees say about this tour:

"This was a fantastic tour. In three days, I had the opportunity to meet numerous experts in the field. It was a nice blend of speakers. I am looking forward to reviewing all the handout materials."

What did you like best?

"As a water engineer new to California, it gave me a much better perspective of differing objectives and opportunities to clients."

"The information the speakers presented. Also, the range and differing views. First-hand engagement of local districts/farmers and being able to see things for myself."

Planned Stops Include:

Topics Include:

Pricing Details:

Regular Price – \$790 (one-person single occupancy room)

Early Bird Price - \$765 if you register online by February 8. Click on the Eventbrite button above.



(<http://www.csda.net>)

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Webinar: Required Ethics AB1234 Compliance Training

Presenter: Meyers Nave

This two-hour workshop covers general ethics principles and state laws related to: " Personal gain by public servants, conflict of interest, bribery and nepotism; " Gift, travel, and mass mailing restrictions; " Honoraria, financial interest disclosure, and competitive bidding; " Prohibitions on the use of public resources for personal or political purposes; " The Brown Act Open meeting law; " The Public Records Act.

10:00 am - 12:00 pm

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 3/16/2017 - 3/16/2017

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Webinar: Required Ethics AB1234 Compliance Training

Presenter: Ruben Duran

This two-hour workshop covers general ethics principles and state laws related to: " Personal gain by public servants, conflict of interest, bribery and nepotism; " Gift, travel, and mass mailing restrictions; " Honoraria, financial interest disclosure, and competitive bidding; " Prohibitions on the use of public resources for personal or political purposes; " The Brown Act Open meeting law; " The Public Records Act.

10:00 am - 12:00 pm

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 11/8/2017 - 11/8/2017

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Supervisory Skills for the Public Sector



Presenter: CPS HR Consulting

This course for supervisors will discuss and explore the supervisory skills necessary to work with people in the public sector environment. The course will cover what is expected of a supervisor,

how to monitor and evaluation employees, and how to coach, mentor, and motivate employees. Through interactive exercises and engaging dialogue you will learn how to create effective, productive and successful teams.

\$175 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration

9:00 am - 4:00 pm Workshop (Lunch provided)

When 3/20/2017 - 3/20/2017

Where

Monterey Regional Waste Management

District

14201 Del Monte Blvd.

Marina, CA 93933-1670 United States

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how to monitor and evaluation employees, and how to coach, mentor, and motivate employees. Through interactive exercises and engaging dialogue you will learn how to create effective, productive and successful teams.

\$175 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration

9:00 am - 4:00 pm Workshop (Lunch provided)

When 4/11/2017 - 4/11/2017

Where Vista Irrigation District
1391 Engineer Street
Vista, CA 92081-8840 United States

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Hammering Out a Framework: Construction and Business Matters

Presenters: Liebert Cassidy Whitmore

We are pleased to announce a full day boot camp covering key legal aspects of business and construction that your district's management personnel should know. We designed this one day training to give you substantive information and checklists you can use to help you comply do your job more efficiently and in compliance with legal requirements. We will discuss common mistakes in business matters and construction projects and how to avoid them.

8:30 - 9:00 a.m. Registration

9:00 a.m. - 4:00 p.m. Workshop - Lunch Provided

When 3/23/2017 - 3/23/2017

Where

Municipal Water District of Orange County
18700 Ward Street

Fountain Valley, CA 92708-6930 United States

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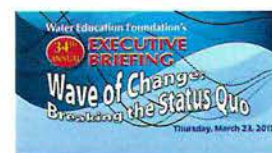
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Foundation Event | March 23, 2017

2017 EXECUTIVE BRIEFING MARCH 23 IN SACRAMENTO – REGISTRATION NOW OPEN!

With a theme focusing on “Wave of Change: Breaking the Status Quo,” the Water Education Foundation’s 34th annual Executive Briefing will be held March 23 in Sacramento. The event will examine new approaches to water management, tools to extend supplies, plans to prepare for drought, and the intersection between politics and policy.



Register below!

This premiere water conference will offer you the opportunity to hear from top policymakers and leading stakeholders on key water topics:

- **Tapping New Sources:** Water for the 21st Century
- **Getting Smarter About Water:** Putting Data to Work
- **A New Federal Administration:** The view from DC
- **Lifeline of the Southwest:** Working to Avoid a Colorado River Shortage
- **How the Water Flows:** Update on the Proposed Delta Water Quality Plan
- **Groundwater Management:** Drilling into the Details of Sustainability Agencies

Confirmed speakers include Frances Spivy-Weber, Vice Chair of the California State Water Resources Control Board.

This is the go-to conference for water district managers and board members, state and federal agency officials, city and county government officials, farmers, environmentalists, attorneys, consultants, engineers, business executives and public interest groups.

In addition, we host a **networking reception** and a **silent auction** to benefit our Water Leaders program. Items up for bid often include lunches with key people in the water world, outdoor adventures, wine and food baskets and more.

Registration is \$250 for major contributors to the Foundation; \$350 for non-contributors. New for 2017: a special \$175 rate for NGOs and university professors/students. Attorneys can get MCLE credits for an additional \$100.



(<http://www.csda.net>)

+ NAV

So You Want to be a General Manager

A practical career development workshop for senior executives and emerging leaders in special districts. This action oriented workshop includes group and panel discussions on the journey, roles and skill sets of a general manager, identifying GM opportunities including positioning yourself for executive recruitment, developing positive relations with the board, staff and peer agency executives, and leadership practices. Registration fee includes continental breakfast and lunch. Limited class size, register early!

When 3/27/2017 - 3/27/2017

Where CSDA Training Center
1112 I Street
Suite 250
Sacramento, CA 95814

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SDRMA Safety/Claims Education Day

SDRMA hosts Safety / Claims Education Day to provide training and information regarding coverages, online training programs, technology, and many valuable MemberPlus Services. SDRMA members who attend the Education Day are eligible to earn credit incentive points (CIPs) to reduce their annual contribution for both Property/Liability and Workers' Compensation Programs.

7:45 - 8:30 a.m. Registration
 8:30 a.m. - 12:00 p.m. Sessions
 12:00 - 1:00 p.m. Lunch
 1:00 - 3:45 p.m. Sessions

No charge to SDRMA and CSDA Members. Includes breakfast, lunch, and complimentary parking.

Overnight accommodations are available at the Hilton Sacramento Arden West at the rate of \$118 single/double occupancy plus tax. Reservations may be made by calling (800) 344-4321 and asking for the SDRMA Safety / Claims Day rate. The group room rate includes complimentary standard Wi-Fi in guest rooms. Room reservations must be made by the cut-off date: Monday, March 13, 2017, however, space is limited and rooms may sell out before this date.

Click here (<http://www.hilton.com/en/hi/groups/personalized/S/SMFHIHF-SPR-20170327/index.jhtml>) to make your room reservation.

When 3/28/2017 - 3/28/2017

Where

Hilton Sacramento Arden West
 2200 Harvard Street
 Sacramento, CA 95815 United States

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Webinar: Legislative Round-Up

Presenter: CSDA Advocacy and Public Affairs Department

Free bi-annual webinar series for CSDA members only. Each year the State Legislature introduces thousands of bills; hundreds have potentially serious implications for special districts. Hear from CSDA's advocacy team about the most significant bills and how they will impact your ability to deliver essential services, maintain and build infrastructure, raise and protect revenue sources, manage personnel and more. Ask your questions directly to CSDA's lobbyists walking the capitol halls and learn how your district can join the advocacy effort.

10:00 am - 12:00 pm

Free CSDA member

\$95 Non-member

When 3/30/2017 - 3/30/2017

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10:00 am - 12:00 pm

Free CSDA member

\$95 Non-member

When 8/31/2017 - 8/31/2017

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Webinar: How-To-Do-It for Special Districts w/ Revenue Needs

Presenter: John Bliss

A comprehensive overview of currently available and politically viable revenue approaches, including special taxes, benefit assessments, fees and charges, and grants will be presented as well as associated public opinion polling and community outreach. Case studies will be used as examples.

10:00 am - 12:00 pm

\$65 CSDA member

\$95 Non-member

When 4/4/2017 - 4/4/2017

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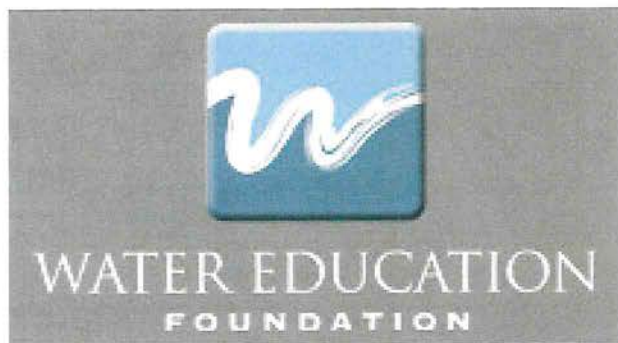


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April 5, 2017 - April 7, 2017

LOWER COLORADO RIVER TOUR 2017 FIELD TRIP

Explore the Lower Colorado River where virtually every drop of the river is allocated, yet demand is growing from a myriad of sources — increasing population, declining habitat, drought and climate change.

[Buy Tickets on Eventbrite](#)

The 1,450-mile river is a lifeline to 40 million people in the Southwest across seven states and Mexico. How the Lower Basin states – Arizona, California and Nevada – use and manage this water to meet agricultural, urban, environmental and industrial needs is the focus of this tour.



[Hoover Dam](#)

This 3-day, 2-night tour travels along the Lower Colorado River from Hoover Dam to the Salton Sea and the Coachella Valley. Along the way, experts discuss challenges related to what is the most contested, beloved for recreation and meticulously managed rivers in the USA.

The tour begins in Las Vegas (with an optional start in Ontario) and ends at Ontario International Airport.

What attendees say about this tour:

“This tour was so well put together. You guys did a spectacular job. The topics were relevant, the speakers good, the other participants fun and knowledgeable. You could offer consulting services on how to do tours!”

“Being able to visit places most can’t, with a good explanation – Copper Basin in particular.”

“Great range of speakers. Great to meet fellow tour participants. Interesting locations to visit. Intensive (in a good way).”

Stops Include:

Topics Include:

Pricing Details:

Regular Price – \$790 (one-person single occupancy room)

Early Bird Price – \$765 if you register online by March 5. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour’s beginning and end point.

Tour Start and End Point:



(<http://www.csda.net>)

+ NAV

Webinar: Leveraging Your State and Federal Relationships

Presenter: Christopher Townsend

The course will provide members with an overview on how to best leverage federal and state advocacy trips to Washington, DC and Sacramento. The focus will be on proper preparation, building and maintaining relationships, creation of advocacy materials, and leveraging follow-up from the advocacy trips. The course will educate board members on the importance of interfacing with their representatives so that they can better promote and advance their legislative platforms and funding agendas. This will include a discussion on how to: schedule meetings with relevant legislators, strategize on the talking points and agendas of the meetings, prepare the offices before the meetings take place, effectively advocate during the sessions with legislators, and handle all follow-up generated by the meetings.

10:00 am - 12:00 am

\$65 CSDA member

\$95 Non-member

When 4/6/2017 - 4/6/2017

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Webinar: Public Engagement and Budgeting

Presenter: Institute for Local Government

Budgeting is one of the most important decisions local agencies make. This workshop will feature proven strategies that elected officials, community leaders and staff members can use to ensure their community's needs are met through the budgeting process by meaningfully engaging the community in the process. Key topics covered will include: " Why involve the public in budgeting; " Choosing the right approach means asking the right questions; " Tools to consider; " Communication and engagement; " One strategy: Start with goals; " A strategy for sustaining public engagement.

10:00 am - 12:00 pm

\$65 CSDA member

\$95 Non-member

When 4/19/2017 - 4/19/2017

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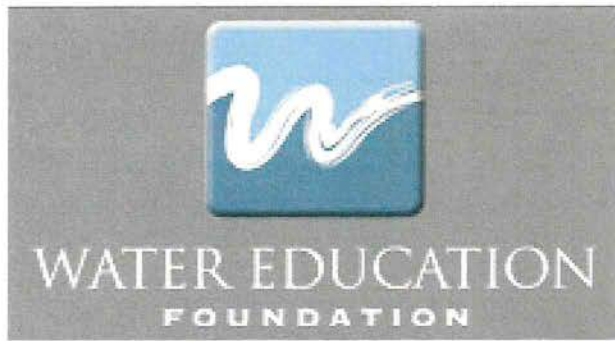


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April 27, 2017 - April 28, 2017

HEADWATERS TOUR 2017 FIELD TRIP (NEW)

Sixty percent of California's developed water supply originates high in the Sierra Nevada mountains. Our water supply is largely dependent on the health of our Sierra forests, which are suffering from ecosystem degradation, drought, wildfires and widespread tree mortality. Join us as we head up into the foothills and the mountains to examine water issues that happen upstream but have dramatic impacts downstream and throughout the state.



[Restored Cookhouse Meadow in California's El Dorado National Forest](#)

[Buy Tickets](#)

This 2-day, 1-night tour travels through the Sierra Nevada foothills, into the mountains and around the Lake Tahoe Basin to learn about upper watersheds and what role they play in water supply and quality. We will discuss meadow restoration, forest management and tree mortality, climate change, wildfire impacts and water quality. We will visit a meadow restoration site, Lake Tahoe, El Dorado National Forest, and the Yuba and American rivers.

Planned Stops Include:

Topics Include:

Pricing Details:

Regular Price – \$555 (one-person single occupancy room)

Early Bird Price – \$525 if you register online by March 27. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Tour Start and End Point:

Cancellation and Refund Policy:

MCLE and Other Continuing Education Credits:



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+ NAV

Webinar: How to Find, Apply, and Secure Grant Funding

Presenter: Christopher Townsend

The course will provide members with an overview on the mechanics of the grant seeking and grant application process. The focus will be on the development of a grant funding strategy, the ability to research funding opportunities, the development and submittal of grant applications, the follow up related to grant applications, and preparation of grant administration. The course will educate participants on the importance of pursuing funding opportunities and will ensure that they are fully prepared for each step associated with the grant seeking process. This will include a discussion on how to: conduct grant research, identify funding opportunities, develop grant proposals, seek stakeholder support, review and edit grant proposals, finalize and submit grant proposals, advocate for funding, and ensure readiness for grant award compliance.

10:00 am - 12:00 pm

\$65 CSDA member

\$95 Non-member

When 5/11/2017 - 5/11/2017

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ACWA 2017 Spring Conference & Exhibition

in [ACWA Conference](#)

Tue, 05/09/2017 - Fri, 05/12/2017

Location: Monterey, CA

ACWA's 2017 Spring Conference & Exhibition is set for May 9-12, 2017, at the Monterey Marriott and Portola Hotel & Spa in Monterey. Further details to come.

[Calendar](#)



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2017 Special Districts Legislative Days

Gain the edge on policy changes impacting your agency at the 2017 Special Districts Legislative Days, an interactive and informative two-day legislative conference in our State's Capitol. Representatives from all types of districts attend Legislative Days to exchange ideas with California's top decision-makers and discuss priority legislative issues at pre-arranged Capitol office visits and a private reception. Hear directly from state leadership on hot topics affecting local services and infrastructure. Get your questions on key policy issues answered during expert panels. Explore how decisions are really made in the Capitol and help shape their outcome.

Room reservations are available at the Sheraton Grand Sacramento Hotel, 1230 J Street, Sacramento, CA 95814 at the rate of \$189 plus tax, single or double occupancy by calling 1-800-325-3535 and asking for the CSDA rate. The CSDA rate includes high speed guest room internet access. The room reservation cut-off is Friday, April 14, 2017, however, space is limited and may sellout before that date.

Click here (<https://www.starwoodmeeting.com/Book/CSDAMay2017>) to make your hotel reservation.

When 5/16/2017 - 5/17/2017

Where

The Grand Events Center

1215 J Street

(J and 12th streets - across from Sheraton)

Sacramento, CA 95814 United States

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Webinar: Governments Engaging Youth

Presenter: Institute for Local Government

Engaging today's youth in local government offers a variety of benefits for both the youth and local government staff involved. Youth-civic engagement programs offer youth real life civic learning opportunities, teach 21st century skills, and expose them to public sector careers. This workshop will highlight successful youth-civic engagement programs and offer insight on how local governments can partner with their local school districts to replicate similar programs that actively engage youth.

10:00 am - 12:00 pm

\$65 CSDA member

\$95 Non-member

When 5/23/2017 - 5/23/2017

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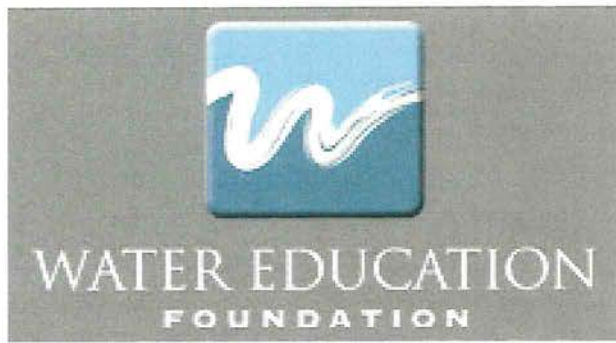


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Foundation Event | May 25, 2017

2017 SANTA ANA RIVER WATERSHED CONFERENCE MAY 25 IN ONTARIO - SAVE THE DATE!

The Santa Ana River Watershed Conference will be held May 25, 2017 at the Ontario Convention Center in Ontario.

The daylong event will examine pressing issues key to the watershed that spans Orange, Riverside and San Bernardino counties.

The event is convened by the Santa Ana Watershed Project Authority (SAWPA) and coordinated by the Water Education Foundation.

Sponsorship opportunities will also be available. Contact [Beth Stern](#) for any questions.

Mark your calendars for May 25. More details coming soon!



(<http://www.csda.net>)

+ NAV

Beyond the Basics: Implementing Funding

Presenter: John Bliss, SCI Consulting

Funding for special districts throughout California continues to be a significant challenge, with important political and legal challenges. In this all-day workshop, participants will be presented with the entire process to establish new revenues, from first concept to final implementation. This interactive workshop will provide critical, "real-world" steps and important strategies, combined with case studies, on special taxes, benefit assessments, fees and charges, grants, and other approaches.

\$225 CSDA Member

\$340 Non Member

8:30 - 9:00 a.m. Registration

9:00 a.m. - 4:00 p.m. Workshop (lunch provided)

When 5/24/2017 - 5/24/2017

Where

CSDA Training Center

1112 I street, Suite 250

Sacramento, CA 95814 United States

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Webinar: Anatomy of a CalPERS Audit - What to Know Now

Presenter: Steve Berliner

This session will lead the audience through a CalPERS audit from procedure to common problems. Examples and case studies will be used to address common employer errors that are often identified during an audit, including membership issues, reportable compensation, and employment of retired annuitants.

10:00 am - 12:00 pm

\$65 CSDA member

\$95 Non-member

When 5/25/2017 - 5/25/2017

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Webinar: Ask the Experts - Energy Project Financing

Presenter: CSDA Finance Corp

Agencies all over the state are looking for sustainable ways to manage their energy load and reduce costs. The CSDA Finance Corporation has put together a panel of financing consultants and industry experts to discuss the different techniques for financing your district's energy efficiency/renewable project, including traditional tax-exempt leases, clean renewable energy bonds (CREBS), and rebate programs.

10:00 am - 11:00 am

Free, sponsored by CSDA Finance Corporation

When 6/9/2017 - 6/9/2017

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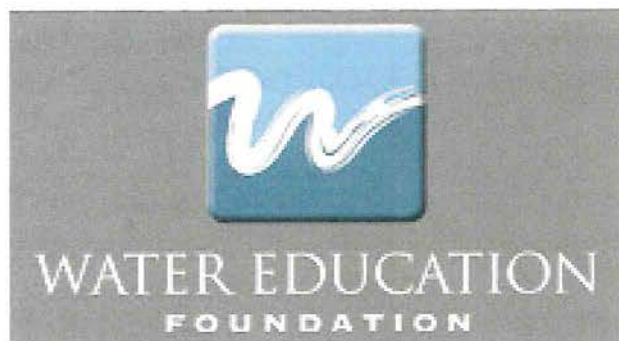


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June 14, 2017 - June 16, 2017

BAY-DELTA TOUR 2017 FIELD TRIP

Go deep into California's water hub and traverse the Sacramento-San Joaquin Delta, a 720,000-acre network of islands and canals that support the state's water system and is California's most crucial water and ecological resource. The tour makes it way to San Francisco Bay, and includes a ferry ride.

[Buy Tickets on Eventbrite](#)

Water from Northern California flows through the Delta and heads south to provide drinking water for more than 25 million

Californians and irrigation to 3 million acres of farmland that contribute to the state's \$46 billion agricultural industry.



[Delta waterway](#)

This 3-day, 2-night tour features experts who discuss the issues and controversies with this important resource, farmers who grow produce and environmentalists who are trying to bolster declining fish populations.

What attendees say about this tour:

What did you like best?

"Seeing the Delta with my own eyes. Getting a better handle on issues & complexity of the Delta. Thoughtful, informative speakers."

"Listening to the stories of the farmer was fascinating. Wide range of perspectives, learning about all of the amazing resources in the area, connecting with other professionals in the water industry."

"The Bay Model was simply amazing, could have spent hours there. It was just an awesome three days all together."

Stops Include:

Topics Include:

Tour Start and End Point:

Pricing Details:

Regular Price – \$840 (one-person single occupancy room).

Early Bird Price – \$815 if you register online by May 14. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.



(<http://www.csda.net>)

+ NAV

General Manager Leadership Summit

Earn SDRMA CIP Points

Your job as a general manager or emerging leader of a special district demands you stay current on governance best practices, state laws, human resources issues, pension reform issues, budgeting, risk management, policies, procedures, and more.

Early Bird Registration on or before May 26, 2017:

\$625 Member

\$940 Non-Member

Regular Registration after May 26, 2017:

\$675 Member

\$1015 Non-Member

Room reservations are available at the rate of \$179 plus tax, single or double occupancy by calling 1-888-421-1442 and asking for the CSDA rate. The CSDA rate includes complimentary overnight self-parking. The room reservation cut-off is Wednesday, May 24, 2017 but space is limited and may sell out before that date.

Click here (<https://resweb.passkey.com/go/CASDA2017>) to make your room reservation.

When 6/25/2017 - 6/27/2017

Where

Hyatt Regency Newport Beach

1107 Jamboree Road

Newport Beach, CA 92660 United States

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To: Jim Riley
From: Richard Heinonen
Date: 12/7/2016
Re: **Esri 2017 User Conference Attendance Request**

I would like to attend the Esri User Conference July 10 to July 14, 2017, in San Diego, California to ensure the District is getting the most from our GIS investment.

The attached information from ESRI describes how the Conference addresses the needs of the user community and highlights some of the many resources available at the event.

As GIS Coordinator, it is important for me to take advantage of the training and networking offered at the Conference to continue advancing my GIS skills and experience. Here are 3 key 2017 GIS District projects that will be impacted:

- 1) Continued reduction in GIS costs by transitioning away from 3rd party hosted GIS data and applications.
- 2) Expanded use of GIS Web mapping technology to improve District efficiency (PWD 2016 Strategic Initiative #3).
- 3) Develop more focused mobile GIS applications to assist field crews with their workflows (PWD 2016 Strategic Initiative #3).

On Saturday preceding the main Conference, I also plan to attend the Water Utilities User Group meeting. This event features a full day of focused presentations and training by water industry GIS professionals and ESRI staff on GIS topics that target workflows common to water utilities (the 2016 agenda is provided as a reference).

As was done last year to help defray District expenses, I will pay for my lodging Friday night before the Water/Wastewater User Group meeting and miss Friday's closing ceremonies to eliminate Thursday night's hotel expense. Early registrations also reduces hotel expense by taking advantage of Government rates that rapidly disappear. Here is the breakdown of estimated costs to attend:

Conference Registration: Complimentary
Airfare: N/A
Transportation and Parking: \$400
Hotel: (Five nights at \$240) \$1200
Meals: (Six days at \$50) \$300
Total: \$1900

Thank you for your consideration.

Richard Heinonen

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2017 Esri User Conference J...
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UC
Esri User Conference
Early Bird Registration Now Open
July 10-14, 2017 | San Diego, CA
Why Attend ▾ Agenda ▾ Exhibits ▾ Activities ▾ Registration ▾ Hotels ▾
Register →

Watch the Plenary Session Again



100%



Boost your skills by attending a preconference seminar, technical workshop, paper session or demo theater presentation. Meet others in Special Interest Group and solution provider meetings. Learn something new at the Map Gallery. Do yoga. Run a 5K. Attend a party. There's even a kids fair for those next generation geographers! This is your front row seat to learn the next big thing in GIS. Don't miss it!



LOCATION AWARE



BIG DATA



3D



SPATIAL ANALYSIS



We're pulling back the curtain. Come and hear from the people who create Esri software and data. Share your experiences, give us feedback and find out what's next in the ArcGIS platform.



SUD MENON

Director of Software Development
What's next? Find out the latest with the Esri Platform



JO FRALEY

Solutions Engineer
Interested in Apps? Learn how easy and extendable they are.



JIM MCKINNEY

ArcGIS Program Manager
Get under the hood of ArcGIS desktop and Pro.



LAUREN BENNETT

Lead Product Engineer
Spatial statistics turn data into information using spatial analysis for a real difference in your organization.

Why Attend

Find others in your industry or in your geographic area who work with the same apps and make similar maps. Make a connection.

Let us know how we can help or check out the Frequently Asked Questions »



Esri Water UC Meeting – Water Utilities

June 26, 2016 • San Diego Convention Center

OPENING SESSION – Room 25 A/B			
9:00 – 10:00	<ul style="list-style-type: none">• Welcome• Esri’s One Water• Roadmap for Water		
10:00 – 10:45	Water Technology Update		
10:45 – 11:00	Break		
WATER UTILITIES – Room 25 A/B			
11:00 – 11:30	Benefits of a GIS-Centric Infrastructure Management System	Christopher Collier	City of Cocoa
11:30 - 12:00	The Role of GIS in Asset Management	Connie Banegas	City of Charleston
12:00 – 1:30	Lunch		
1:30 – 2:00	Survey123 for NPDES Requirements	Lorraine Halderman	Atascadero Mutual Water Company
2:00 – 2:30	GIS Speeds Up Field Response Time While Eliminating Paper	Dax Flinn	City of Atlanta, Department of Watershed Management
2:30 – 3:00	Apps for the Field	Jeff Shaner	Esri
3:00 – 3:15	Break		
3:15 – 3:45	ArcGIS Online Streamlines SLO’s Pipeline Planning and Rehab	Bud Nance Ross Brown	City of San Luis Obispo Infrastructure Technology
3:45 – 4:15	How Cityworks Flows Through Green Bay Water	Jean A. Pucel John W. Jarnagin	Green Bay Water Utility Cityworks Azteca Systems
4:15 – 4:30	Break		
4:30 – 5:00	CLOSING – What’s happening this week at UC, Q&A - Room 25 A/B		
5:30 – 7:30	Water Social - Plaza Terrace, San Diego Convention Center		



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Webinar: Best Practices in Managing Investments

Presenter: Lyle Defenbaugh

Special districts are faced with the challenge of meeting their constituents' needs of earning higher yields without taking on excess liquidity risk or risk to principal preservation. In this difficult rate environment many investors are choosing to avoid markets entirely, maintaining significant balances in deposit accounts. The opportunity cost of keeping investment dollars fully liquid shows up through missed earning opportunities. By developing a cash balance forecast and linking expected net cash flows to suitable investment alternatives, special districts can satisfy the needs of their stakeholders. Join us as we discuss cash balance forecasting, the investment process, how to implement investment strategies, and understanding California Government Code Section 53601.

10:00 am - 12:00 pm

\$25 CSDA member

\$50 Non-member

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Webinar: Records Retention & Management in Electronic Age

Presenter: Anne Collins

In light of modern business practices, records retention has become increasingly convoluted and the management of various records, including electronic documents, impacts many departments within each special district. Changes in technology have played an integral role throughout the process, while sometimes creating more questions than answers. This workshop provides attendees with the latest legal provisions, procedures to consider and the overlay with technology throughout the process.

10:00 am - 12:00 pm

\$65 CSDA member

\$95 Non-member

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(<http://iwareuse2017.org>)

IWA REUSE 2017

11th IWA International Conference on Water Reclamation and Reuse



JULY 23-27, 2017
LONG BEACH, CALIFORNIA





(<http://iwareuse2017.org>)

WELCOME TO THE CONFERENCE

Home (<http://iwareuse2017.org>) / Conference Highlights (<http://iwareuse2017.org/?cat=3>)

On behalf of the organizing committee, it is our great honor to invite all colleagues to attend the 11th IWA International Conference on Water Reclamation and Reuse in Long Beach, California on July 23-27, 2017.

We are very pleased to hold this prime event of IWA on water reclamation and reuse for the first time in North America. This international conference is intended to foster a more uniform approach to water reuse providing water qualities that are fit for the specific purpose. This event will provide an opportunity to share knowledge regarding water reuse practices in different countries in order to build trust and further grow water reuse projects. The focus will be to bring together water managers, industry leaders, and cutting edge researchers to learn what's working, what's not and what's next in water reuse policy and regulations, technology, operations, financing and public perception.

Around the world, population growth, climate change, drought and other factors are impacting the availability of sustainable sources of clean, safe sources of potable water. As a result, the water industry is experiencing an unprecedented growth in water reuse projects. California is one of those states where the application of water reuse has risen dramatically. The State is entering the fourth year of the worst drought in a century, which has severely strained the traditional supply of water – lakes and rivers fed by rain and melting snow.

11th IWA International Conference on Water Reclamation and Reuse

Full Name	First Name as it should appear on your badge		
Title	Organization		
Address			
City	State/Province	Postal/Zip Code	Country
Phone			
E-Mail Address	cc: E-Mail Address		

ADDITIONAL INFORMATION – *Please check all that apply.*

☐ This is my first IWA Conference

☐ I have the following dietary restrictions: _____

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

	On or Before May 1	Between May 1 – July 10	Onsite Registration July 10
<u>Registration Rates</u>			
IWA Members	\$525	\$625	\$675
Partner Members (WateReuse, NWRI & WE&RF)	\$575	\$675	\$725
NonMembers	\$625	\$725	\$775
Sunday and Monday Only	\$300	\$400	\$450
Monday and Tuesday Only	\$375	\$475	\$525
Tuesday and Wednesday Only	\$375	\$475	\$525
Full-Time Students	\$250	\$350	\$400
Developing Countries – IWA Members	\$275	\$325	\$350
Developing Countries – Non IWA Members	\$325	\$375	\$400

Technical Tours

- | | |
|--|-------|
| <input type="checkbox"/> San Diego Area Tours (Saturday) | \$125 |
| <input type="checkbox"/> Water Replenishment District of Southern California Tour (Sunday) | \$75 |
| <input type="checkbox"/> Los Angeles Area Tours (Thursday) | \$125 |
| <input type="checkbox"/> Orange County Tours (Thursday) | \$125 |

Guest Tickets

- | | |
|--|-------|
| Guest at Monday's Welcome Reception | \$50 |
| Guest at Tuesday's Networking Dinner at the Aquarium | \$100 |

PAYMENT – Full payment must accompany your advance registration form. Your signature below authorizes WateReuse to charge your credit card the total payment and acknowledges there are no refunds after July 10, 2017.

☐ Check (payable to the WateReuse) ☐ VISA ☐ MasterCard ☐ AMEX

☐ Purchase Order # _____

Card Number	Expiration Date	Security Code	
Billing Address	City	State	Zip
Print Cardholder Name	Total Due		
Signature	Date		

E-mail, Fax or Mail completed registration forms to:

E-mail

Scan your registration form and e-mail it to ctharpe@watereuse.org

Fax

(703) 548-5085

Faxed registration must be accompanied by full payment.

Mail

WateReuse

1199 North Fairfax Street, Suite 410

Alexandria, VA 22314

What's Included with Your Registration

	IWA Members and Partner Members	Nonmembers	Full-Time Students	One Day Only Registrations
Technical Tours	No	No	No	No
Pre-Conference Workshops (Sunday)	No	No	No	No
Technical Sessions (Sunday, Monday, Tuesday and Wednesday)	Yes	Yes	Yes	Registered Day Only
Exhibit Hall Access	Yes	Yes	Yes	Registered Day Only
Continental Breakfast (Monday)	Yes	Yes	Yes	Monday Only Registrants
Networking Luncheon (Monday)	Yes	Yes	Yes	Monday Only Registrants
Welcome Reception (Monday)	No	No	No	Monday Only Registrants
Continental Breakfast (Tuesday)	Yes	Yes	Yes	Tuesday Only Registrants
Networking Luncheon (Tuesday)				Tuesday Only Registrants
Networking Dinner at the Aquarium (Tuesday)				Tuesday Only Registrants
Continental Breakfast (Wednesday)	Yes	Yes	Yes	Wednesday Only Registrants
Breakfast Panel Discussion (Wednesday)	Yes	Yes	Yes	Wednesday Only Registrants



(<http://iwareuse2017.org>)

Home (<http://iwareuse2017.org>) / Travel

TRAVEL

The 11th IWA International Conference on Water Reclamation and Reuse will be held at the Long Beach Convention Center in Long Beach, CA. We have a block of sleeping rooms at two hotels that are within 3-5 minutes of the Long Beach Convention Center.

HOTEL RESERVATIONS

We have a limited block of rooms at both hotels; therefore, all rooms are on a first-come, first-served basis. All reservations must be made by Saturday, July 1, 2017 to ensure the special conference room rate. Please refer to the 11th IWA International Conference on Water Reclamation and Reuse when making reservations to obtain the conference rate.

Westin Long Beach

333 East Ocean Blvd.
Long Beach, CA 90802

Room Rate:
\$209 USD per night plus tax
(includes complimentary internet in the guestrooms)

Reservations:
To make reservations call (562) 436-3000

Renaissance Long Beach Hotel

111 East Ocean Blvd.
Long Beach, CA 90802

Room Rate:

\$209 USD per night plus tax

(includes complimentary internet in the guestrooms)

Reservations:

To make your reservation call (562) 437-5900

AIR TRAVEL

Long Beach Airport (LGB)

- 10 minutes to downtown Long Beach
- 88 daily flights
- Serviced by Jet Blue, Alaska, US Airways
- Taxi service to downtown Long Beach is \$12 – \$15 each way
- Newly modernized (and ridiculously hassle-free)

Los Angeles International (LAX)

- 20-30 minutes to downtown Long Beach
- 860 daily flights
- Serviced by all major airlines
- Shuttle service to downtown Long Beach via Super Shuttle is \$18 each way
- Taxi service to downtown Long Beach is \$50-70 each way

John Wayne Airport / Orange County (SNA)

- 30 minutes to downtown Long Beach
- 220 daily flights
- Serviced by all major airlines
- Shuttle service to downtown Long Beach via Super Shuttle is \$35 each way
- Taxi service to downtown Long Beach is \$50-70 each way

**FOR MORE
INFORMATION,
CONTACT:**

Courtney Tharpe
Director of Conferences & Events
ctharpe@watereuse.org
(571) 445-5510

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Highlights (<http://iwareuse2017.org/?cat=3>)

**THIS CONFERENCE IS
PRESENTED IN
PARTNERSHIP WITH:**

Water Environment & Reuse Foundation (<http://www.werf.org/>)
WaterReuse (<https://watereuse.org/>)
NWRI (<http://www.nwri-usa.org/>)

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(<http://iwareuse2017.org>)

REGISTRATION

You may register for the 11th IWA International Conference on Reclamation and Reuse by using our online form (<https://watereuse.org/iware/>) or by completing and returning a PDF registration form (<http://iwareuse2017.org/wp-content/uploads/2016/12/Registration-Form.pdf>).

(<https://watereuse.org/iware/>)

Online Registration

(<https://watereuse.org/iware/>)

(<http://iwareuse2017.org/wp-content/uploads/2016/12/Registration-Form.pdf>)

PDF Registration Form

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ADVANCE REGISTRATION

The Advance Registration Deadline is **July 10, 2017**. Registrations received after July 10, 2017 will not be processed and you will need to register onsite at the Long Beach Convention Center beginning Sunday, July 22nd. There will be an additional \$50 fee for all onsite registrations.

CANCELLATION POLICY

All  be submitted in writing by **July 10, 2017** to qualify for a refund. A \$75 administrative fee will be deducted from all refund requests received by July 10, 2017. No refunds will be given for no-shows.

E-mail cancellation or substitution requests to ctharpe@watereuse.org
(<mailto:ctharpe@watereuse.org>)
(<http://iwareuse2017.org>)

SPECIAL REGISTRATION RATE FOR ECONOMICALLY DEVELOPING COUNTRIES

The conference organizers are pleased to offer a special registration rate for individuals residing in economically developing countries. We believe education is essential to building support for water reuse. In an effort to fulfill our vision where every community has a safe, reliable, locally-controlled water supply that protects the environment, sustains economic growth, and provides a high quality of life, WE&RF will be determining a reduced rate for citizens of countries in developing nations.

LETTER OF INVITATION

Some attendees of the 2017 IWA Conference may need a letter of invitation from the conference organizers to obtain a visa. You can download and personalize a letter of invitation here (PDF) (<http://iwareuse2017.org/wp-content/uploads/2016/09/IWA-Visa-Letter-of-Invitation.pdf>). For further assistance, please contact Courtney Tharpe at ctharpe@watereuse.org.

FOR MORE INFORMATION, CONTACT:

Courtney Tharpe
Director of Conferences & Events
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(571) 445-5510

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TECHNICAL TOURS

Southern California is home to a large number of innovative water reuse projects. IWA Reuse 2017 provides a unique opportunity to tour some of these innovative facilities.

- San Diego Area Tours (Saturday, July 22)
- The Water Replenishment District of Southern California – The Use of Recycled Water for Recharge in Urban Los Angeles County (Sunday, July 23)
- Los Angeles Area Tours (Thursday, July 27)
- Orange County Tours (Thursday, July 27)

SAN DIEGO AREA TOURS

Saturday, July 22, 2017

08:30 – 17:00

Cost: \$125

Developing Countries Cost: \$65

STOP 1: Pure Water San Diego – Demonstration Pure Water Facility Tour Experience

With little rain and limited local water supplies, San Diego depends on importing 85 percent of its water from the Colorado River and Northern California. Rising imported water costs, population growth and the ongoing drought threaten San Diego's water reliability. To address these challenges, the City of San Diego is moving forward with Pure Water San Diego, a phased, multi-year program that will provide 1/3 of San Diego's water supply locally by 2035.

In an introductory presentation, guests will learn about San Diego's water supply challenges and how water purification can provide a reliable, sustainable and cost-effective drinking water supply for San Diego. Guests will then take a guided walking tour through the demonstration Pure Water Facility, where proven technology is used to clean recycled water to produce safe, high-quality drinking water through ozonation, biological activated carbon, membrane filtration, reverse osmosis and advanced oxidation with ultraviolet light.

To see the equipment and resulting purified water up close and have an opportunity to take samples of purified, tap, bottled and recycled water. Finally, participants are able to sample of the purified water produced by the facility.

STOP 2: Advanced Water Purification Program and the Santee Lakes



STOP 3: Carlsbad Desal Plant

THE WATER REPLENISHMENT DISTRICT OF SOUTHERN CALIFORNIA – THE USE OF RECYCLED WATER FOR RECHARGE IN URBAN LOS ANGELES COUNTY

Sunday, July 23, 2017

12:30 – 17:00

Cost: \$75

Developing Countries Cost: \$40

Attendees will meet at a designated location near the Long Beach Convention Center. On the shuttle to Tour Stop 1, attendees will view a pre-tour orientation video to familiarize them to the region and to the concepts which will be covered throughout the tour. After Tour Stop 3, attendees will be provided with return transportation to the designated location near the Convention Center.

STOP 1: The Montebello Forebay Spreading Grounds

The Montebello Forebay Spreading Grounds are the largest engineered groundwater replenishment facility in the WRD service area. First constructed by Los Angeles County Flood Control District in the 1930s, today the spreading grounds consist of over 1,000 acres of land dedicated to managed aquifer recharge. Three types of water are diverted from the adjacent river channels into the spreading grounds for recharge, including stormwater, recycled water, and imported river water from northern California and the Colorado River.

Since WRD's formation in 1959, over 7.5 million acre feet (MAF) of water has been replenished there, including 3.0 MAF of storm water, 2.5 MAF of imported water, and 2.0 MAF of recycled water. The spreading grounds were the first permitted recycled water recharge facility in the United States, and extensive studies have been conducted to show the water remains a safe, reliable, and economically beneficial replenishment water source. The WRD is currently underway on expanding the use of recycled water at the spreading grounds to completely replace the need for imported water by mid-2018.

STOP 2: Leo J. Vander Lans Water Treatment Facility



The Vander Lans Water Treatment Facility (LVLWTF), located in the City of Los Angeles, is a 3003 to replace up to 50 percent of the imported water for injection into the Alhambra Union Barrier. The source water is tertiary treated reclaimed water supplied from the Los Angeles County Sanitation District's Long Beach Water Reclamation Plant. The LVLWTF produces highly-purified recycled water through advanced treatment using microfiltration (MF), reverse osmosis (RO), and ultraviolet (UV) light with advanced oxidation. WRD (http://iwareuse2017.org) expanded the LVLWTF's capacity from 3 million gallons per day (mgd) to 8 mgd in 2015. With the plant expansion, WRD is able to increase its recycled water contribution to the Alamitos Barrier from 50 percent to virtually 100 percent, thereby, reducing and ultimately eliminating the need for imported water.

STOP 3: WaterReuse Educational Reception at WRD Headquarters

The final stop will bring tour attendees to the WRD Office in Lakewood for a reception and unique learning experience! The WRD Headquarters features educational exhibits on the history and practice of groundwater management and recharge within the WRD service area, which covers 43 cities and serves over 4 million people. The reception will also feature Water Reuse 101 educational materials and videos developed by the WaterReuse Association. These resources serve as tools for advocates to educate constituencies and the public about the science and benefits of water reuse.

LOS ANGELES AREA TOURS

Thursday, July 27, 2017

08:30 – 16:00

Cost: \$125

Developing Countries Cost: \$65

STOP 1: Terminal Island Water Reclamation Plant (TIWRP)

TIWRP's Advanced Water Purification Facility (AWPF) has produced highly purified recycled water using MF and RO systems since 2002 for injection into the Dominguez Gap Barrier (DGB) to protect groundwater reservoirs from seawater intrusion.

The capacity of the AWPF is currently being expanded from 6 to 12 MGD with the new process equipment including additional MF and RO systems and an Advanced Oxidation Process (AOP). Completion of this expansion in December 2016 will allow continued recharging of the DGB with 100% recycled water, supply of water to the Machado Lake to replenish evaporation losses and providing a replacement to potable water for various Harbor-area industrial users for non-drinking purposes. The AWPF is owned and operated by Los Angeles Sanitation and partners in the project.



including the Department of Water and Power, LA County and Water Replenishment
 Dis California. Attendees on this tour will see the expanded MF and RO systems
 and m.

TIV is located approximately 20 miles south of downtown Los Angeles.

STOP 2: City of Los Angeles' Environmental Learning Center at Hyperion Treatment Plant

The Environmental Learning Center at Hyperion (ELC), operated by the City of Los Angeles Department of Public Works: Bureau of Sanitation (LA Sanitation), was created to bring textbook and classroom learning to life while showcasing the City's commitment to protecting public health and the environment. The ELC is an engaging, interactive learning environment which not only explains sustainable principles for everyday life, but also demonstrates them. Hands-on exhibits demonstrate the future of clean water treatment and conservation, watershed protection and management of solid resources. Visitors are invited to partner with LA Sanitation to embrace environmental stewardship in their own lives. Located at Hyperion Water Reclamation Plant (HWRP), guests can observe the important connection between municipal infrastructure and elements of the natural environment. HWRP has been operating since 1894 and provides full secondary treatment, biosolids handling and biogas generation.

STOP 3: West Basin Municipal Water District's Edward C. Little Water Recycling Facility **Technical Tour**

West Basin's Edward C. Little Water Recycling Facility (ECLWRF) receives secondary effluent from HTP and provides further treatment for beneficial reuse. The ECLWRF is the only treatment facility in the world to produce five different qualities of 'designer' recycled water to meet the needs of municipal, industrial and commercial customers: tertiary (Title 22) water for industrial and irrigation uses, nitrified water for cooling towers, softened reverse osmosis water for groundwater recharge, pure reverse osmosis water for low-pressure boiler feed, and ultra-pure reverse osmosis water for high-pressure boiler feed water at refineries. West Basin recently completed a Phase V expansion project which doubled the facility's recycled water production capacity.

ORANGE COUNTY TOURS

Thursday, July 27, 2017

08:30 - 16:00

Cost: \$125

Developing Countries Cost: \$65

STOP 1: Irvine Ranch Water District: Leading the Way in Water Recycling



The tour will be at IRWD's Michelson WRP, which is scheduled to finish a major expansion project of IRWD's biggest water recycling plant. Established in 1961, IRWD provides wastewater collection, and treatment to produce recycled water. IRWD's wastewater at its Michelson Water Recycling Plant (MWRP) results in an excellent quality of recycled water that is used for landscape and agricultural irrigation, and for industrial and commercial needs. IRWD's proactive long-term planning identified the need to expand MWRP in order to meet the projected 56 percent increased recycled water demands by the year 2025.

In 1967, IRWD's Michelson Water Recycling Plant began delivering approximately two million gallons per day (mgd) of tertiary-treated recycled water to agricultural users. Over the years, IRWD's water recycling program grew from this limited use to a nationally-recognized program that provides recycled water for a variety of other non-drinking water uses. IRWD service area continues to grow and the recycled water system must grow along with it. By 2008, MWRP's capacity had grown to 18 mgd. Planners estimate that, when the service area reaches "final build out" in approximately 2025, a recycled water capacity of 33 million per day will be required to meet demands. A master plan was prepared to ensure that the plant will meet these requirements. A second plant expansion, currently under construction, will increase the MWRP by an additional 10 mgd.

About 20 percent of IRWD's current supply is recycled water, enough to provide landscape irrigation for 80 percent of the District's business and community customers including parks, school grounds, and golf courses. Every gallon of recycled water used to irrigate crops or landscaping saves a gallon of drinking water, an equation that helps keep IRWD's water rates among the lowest in Orange County. The MWRP Phase II Expansion will enable IRWD to provide water to meet the future needs of our growing community, while decreasing IRWD's dependence on imported drinking water.

The MWRP Phase II Expansion Project will increase the capacity of the plant from approximately 18 mgd to 28 mgd. Expansion includes a new influent trunk sewer lines, headworks facility, primary clarifiers, a high-rate clarifier, electrical buildings, membrane bioreactor facility, ultra-violet disinfection facility, and a masonry wall to protect the plant from flooding of San Diego Creek. Construction began in September 2009. The MBR facilities and UV validation testing is expected to be completed in early 2014.

STOP 2: Orange County Water District: World's Largest Water Purification System for Potable Reuse

The second stop on this tour will be the Orange County Water District's (OCWD) Groundwater Replenishment System (GWRS). GWRS takes highly treated wastewater that would have previously been discharged into the Pacific Ocean and purifies it using a three-step advanced



pur consisting of microfiltration, reverse osmosis, and ultraviolet light with
hyc e process produces high-quality water that is superior to all state and federal
drii ds.

Operational since January 2008, this state-of-the-art water purification project can currently produce up to 70 million gallons (265,000 cubic meters) of high-quality water every day. This is enough water to meet the needs of nearly 600,000 residents in north and central Orange County, California.

The design and construction of the GWRS was a project jointly funded by the Orange County Water District and the Orange County Sanitation District. These two public agencies have worked cooperatively on water reuse for more than 40 years. They are leading the way in water recycling and providing a locally-controlled, drought-proof and reliable supply of high-quality water in an environmentally sensitive and economical manner.

The Orange County Water District is expanding the Groundwater Replenishment System (GWRS). The \$142.7 million project will create an additional 30 million gallons per day of new water supplies to serve north and central Orange County bringing the total production of the GWRS to 103,000 acre feet per year (AFY), enough water for approximately 850,000

**FOR MORE
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CONTACT:**

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Highlights (<http://iwareuse2017.org/?cat=3>)



(<http://www.csda.net>)

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Webinar: How to Communicate Effectively Using Online Tools

Presenter: Streamline

It's important to keep in touch with your constituents, but the number of options to do so can seem overwhelming. At this webinar we'll talk about some of the tools agencies are using to connect with their communities and which tools are appropriate for different situations and types of communication. What needs to go on your website? How often should you send emails? Should you be using Facebook or Twitter to make important announcements? How can you effectively use polls and surveys to learn what matters most to your constituents? We'll discuss this and more on this informative webinar.

10:00 am - 11:00 am

\$65 CSDA member

\$95 Non-member

When 7/27/2017 - 7/27/2017

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The Art of the Message

Instructor: Marty Boyer, Communication Advantage

This is an interactive session in which we will practice messaging for real issues facing special districts, as well as explore techniques for using those messages effectively when it counts • in meetings, at social or civic gatherings, in news interviews, and anywhere else you have the power to help shape the narrative on behalf of your district.

8:00 - 8:30 a.m. Registration

9:00 a.m. - 12:00 p.m. Workshop

When 8/15/2017 - 8/15/2017

Where

CSDA Training Center

1112 I Street

Suite 250

Sacramento, CA 95814 United States

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Webinar: Fraud Environment - Tips for Detection and Controls

Presenter: David Alvey & Vikki Rodriguez

This webinar will discuss the fraud environment that special districts can face. We will also look at ways you can prevent or detect these frauds as well as ideas on how to strengthen internal controls. We will discuss techniques and profiles of a typical fraudster.

10:00 am - 11:30 am

Free SDRMA member

\$65 CSDA member

\$95 Non-member

When 8/17/2017 - 8/17/2017

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Staying in Compliance: Understand Special District Laws



Presenters: Kronick, Moskowitz, Tiedemann & Girard

Attendees will receive an overview of the latest updates and protocols for closed session. An understanding of the Public Records Act. Current

legislative developments and/or updates. An understanding of the Political Reform Act. An overview of Government code 1090, which addresses contractual conflicts of interests. AB1234 Compliance Training.

\$175 SDRMA Member

\$225 CSDA Member

\$340 Non-Member

8:30 am - 9:00 am Registration

9:00 am - 3:00 pm Workshop (Lunch provided)

When 8/24/2017 - 8/24/2017

Where

Oxnard Harbor District

333 Ponomo Street

Port Hueneme, CA 93044-0608 United States

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Webinar: Maximize Your Membership - Online Resources

Presenter: Cathrine Lemaire

Quick, easy, and free webinar focusing on the resources and information accessible to you as a CSDA member.

10:00 am - 10:30 am

Free

When 9/1/2017 - 9/1/2017

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NEW



**BUILDING YOUR DISTRICT STRONG -
PRINCIPLES FOR SUSTAINED SUCCESS**

*(A pre-conference activity ahead of the CSDA
Annual Conference and Exhibitor Showcase)*

MONTEREY – September 25, 2017

Monterey Marriott
350 Calle Principal
Monterey, CA 93940

This workshop will systematically examine each area of building a strong district from the foundation to the top-level, optimized best practices. The course is designed for boards and their managers to assess their district against a template for success.

COSTS:

\$150 CSDA member

\$225 Non-member

AGENDA:

12:00 – 4:00 p.m. Workshop



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2017 Annual Conference & Exhibitor Showcase

The CSDA Annual Conference & Exhibitor Showcase is the one conference special district Leaders can't afford to miss! It is the most densely packed educational and networking experience available to special districts. Come together with other special district leaders from across the state to meet with industry suppliers, hear from the best in special district-specific topics with over thirty breakout session options, network with your peers and more at the THE leadership conference for special districts.

Room reservations are available at the Monterey Marriott at the CSDA rate of \$169 plus tax, single or double occupancy by calling 831-649-4234 and asking for the CSDA rate. The CSDA rate includes complimentary guestroom internet and discounted valet parking. All reservations must be accompanied by a first night room deposit. The deposit will be charged on Friday, September 8, 2017, if a reservation is cancelled after this date the deposit becomes non-refundable. The room reservation cut-off is Friday, September 8, however, space is limited and may sell out before this date.

When 9/25/2017 - 9/28/2017

Where

Monterey Marriott and Monterey Conference Center
Monterey, CA 93940 United States

Program Options

Select programs by Day ☐ Day ☒

Monday, 25 September 2017

Register for Governance Foundations

Special District Leadership Academy Module 1: Governance Foundations Earn SDRMA CIPs \$225 Member, \$340 Non-member This course teaches the foundational knowledge and skills that identify and define the essential building blocks of a successful board, focusing on the critical elements of governance: effective trustees, board mindset, structure, process and protocols, individual/team standards, board's role and responsibilities.

Time 9:00 AM - 3:00 PM

9:00 AM

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Tuesday, 26 September 2017 	
Register for Tuesday Only	
Registration for Tuesday Only	
8:00 AM	Time 8:00 AM - 5:00 PM

Wednesday, 27 September 2017 	
Register for Wednesday Only	
Registration for Wednesday Only	
8:00 AM	Time 8:00 AM - 5:00 PM
Safety Specialist Certificate Program	
This session will identify the critical elements that compromise a safety plan. Identifying key components of the Injury, Illness Prevention Plan (IIPP), Cal/OSHA guidelines, and best practices of safety management to help your agency stay safe. Participants will receive a General Safety Certificate and earn CIP points for their agency. SDRMA members only.	
11:00 AM	Time 11:00 AM - 4:45 PM
Register a Guest for Awards Luncheon	
Register a Guest for the Awards Luncheon	
12:30 PM	Time 12:30 PM - 2:00 PM
Register a Guest for Taste of the City	
Register a Guest for Taste of the City	
6:00 PM	Time 6:00 PM - 8:00 PM

Thursday, 28 September 2017 	
Register for Thursday Only	
Registration for Thursday Only	
8:00 AM	Time 8:00 AM - 12:00 PM

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Webinar: CalPERS- Actuarial Reports and Trends

Presenter: David Teykaerts

The retirement security offered by a CalPERS pension is one of the strongest recruiting and retention tools available to public agencies. However, there is often confusion around how employer costs are calculated, how actuaries predict future contributions, and how to make sense of it all when dealing with elected officials and board members. In this webinar, you'll learn how to interpret and explain actuarial reports, as well as hear about major CalPERS policy issues in the areas of investments and health care.

10:00 am - 12:00 pm

Free CSDA member

When 10/11/2017 - 10/11/2017

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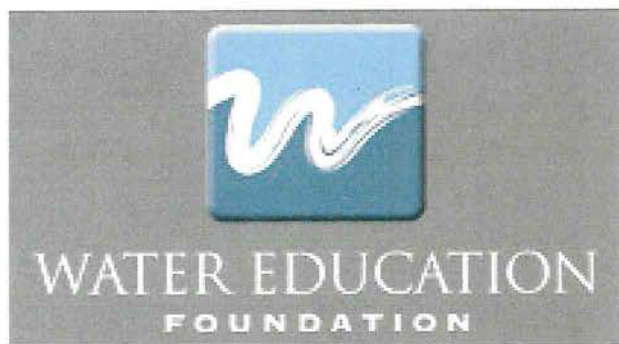


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October 11, 2017 - October 13, 2017

NORTHERN CALIFORNIA TOUR 2017 FIELD TRIP

Explore the Sacramento River and its tributaries through a scenic landscape as we learn about the issues associated with a key source for the state's water supply. All together, the river and its tributaries supply 35 percent of California's water and feed into two major projects: the State Water Project and the federal Central Valley Project.

[Buy Tickets](#)

This 3-day, 2-night tour travels across the Sacramento Valley and follows the river north from Sacramento through Chico to Redding and Lake Shasta, where participants take a houseboat ride.



[Participants at Sacramento National Wildlife Refuge](#)

Experts talk about the history of the Sacramento River as the tour wends through riparian woodland, crop fields and nut orchards. The tour tracks important water issues for farming and environmental uses, visits potential storage sites, discusses innovative programs for flood management, groundwater management and salmon restoration.

What attendees say about the tour:

What did you like best?

"Diversity of speakers, seeing Sites Reservoir site firsthand, good food. Organization was great!"

"Seeing Chinook salmon at the Feather River, fish ladder and Sites Reservoir."

"The broad range of water issues and market sectors covered by the tour. Also appreciate the extensive experience & local knowledge of the resource speakers & site-specific speakers."

Planned Stops Include:

Topics Include:

Pricing Details:

Regular Price – \$790 (one-person single occupancy room)

Early Bird Price – \$765 if you register online by Sept. 11. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.

Tour Start and End Point:

Cancellation and Refund Policy:



(<http://www.csda.net>)

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Board Secretary/Clerk Conference and Certificate Program

CSDA's Special District Board Secretary/Clerk Conference and Certificate Program Whether you are a new or seasoned Board Secretary/Clerk, continuing education is essential to keeping current on the many aspects of your job. In an effort to expand educational opportunities for this important position in special districts and provide an opportunity to recognize individuals that invest the time in becoming trained in the various components of the job, CSDA created this certificate program. Now, in its seventh year, the Board Secretary/Clerk Certificate has become the gold standard for special district Board Secretaries and Clerks throughout California. We invite you to participate as a first time attendee to earn your certificate and come back year after year to advance your knowledge of special districts through new and exciting breakout sessions tailored to your position.

On/before 09/21/17:

SDRMA-\$525

CSDA-\$575

Non-Member-\$865.

After 10/14/16:

SDRMA-\$575

CSDA-\$625

Non-Member-\$940

Room reservations are available at the rate of \$139 plus tax, single/double occupancy, by calling 1-800-HILTONS and asking for the CSDA rate. The CSDA rate includes complimentary guestroom internet and discounted overnight parking. Room reservation cut-off is Thursday, September 21, 2017, however, space is limited and may sell out before that date.

When 10/22/2017 - 10/24/2017

Where

Embassy Suites Anaheim South

11767 Harbor Blvd

Garden Grove, CA 92840 United States

Program Options

Sunday, 22 October 2017

Only Pre-Conference Workshop: TBD

Agenda: Workshop 9:00am - 4:00pm, lunch to be provided

Time 9:00 AM - 4:00 PM

10/22/2017 9:00 AM

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Pre-Conference Workshop: TBD

Agenda: Workshop 9:00am - 4:00pm, lunch to be provided

Time 9:00 AM - 4:00 PM

10/22/2017 9:00 AM

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Special District Leadership Foundation

(<http://www.sdlf.org/>)

CSDA Office

1112 "I" Street, Suite 200

Sacramento CA, 95814

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Putting Special Districts on the Map

📍 (/special-districts/map/) The California Special Districts Association provides legislative advocacy,

education and member services for all special districts. To find out more click here (/special-districts/map/).

Featured Sections

Grassroots Action Center (<http://www.csda.net/advocacy-2/grassroots-action-center/>)

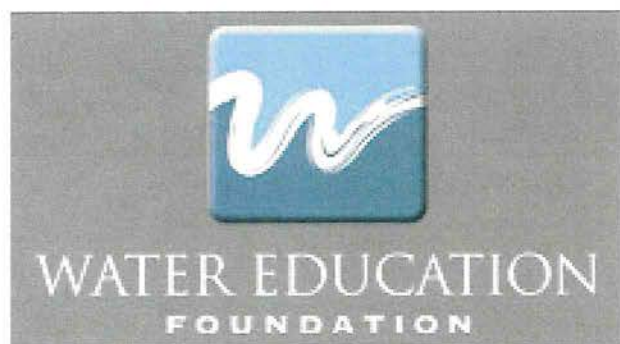
Education Calendar (http://members.csda.net/imis15/CSDA/Events/Calendar/CSDA/Events_Calendar.aspx?hkey=2051da45-1bbc-424d-87cf-fe08bc70189d)

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Helpful Links (<http://www.csda.net/special-districts/resource-links/>)

Bookstore (http://members.csda.net/imis15/CSDA/Bookstore/CSDA/CSDA_Store.aspx?hkey=1f423dda-eb1f-459a-bd33-e9591ac60dbf)

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November 1, 2017 - November 2, 2017

SAN JOAQUIN RIVER RESTORATION TOUR 2017 FIELD TRIP

Participants of this tour snake along the San Joaquin River to learn firsthand about one of the nation's largest and most expensive river restoration plans.

The San Joaquin River was the focus of one of the most contentious legal battles in California water history, ending in a 2006 settlement between the federal government, Friant Water Users Authority and a coalition of environmental groups.



Salmon release at Hills Ferry Barrier

[Buy Tickets](#)

Under the now \$1.2 billion plan, efforts are aimed at restoring flows to a 60-mile, mostly dry stretch of the San Joaquin River to revive Chinook salmon runs while reducing or avoiding adverse water supply impacts to farmers.

The 2-day, 1-night tour travels along the river from Friant Dam near Fresno to the confluence of the Merced River. As it weaves across an historic farming region, participants learn about the status of the river's restoration and how the challenges of the plan are being worked out.

What attendees said about this tour:

What did you like best?

"Good range of views and challenges."

"Good organization. Cool to see the fish released."

"It was well organized and everything ran smoothly. I appreciated this because it made the focus of the event education, rather than worrying about logistics."

Planned Stops Include:

Topics Include:

Pricing Details:

Regular Price – \$555 (one-person single occupancy room).

Early Bird Price – \$525 if you register online by Oct. 1. Click on the Eventbrite button above.

Fee includes all tour meals, transportation, materials, snacks and hotel accommodations once the tour begins. Participants are responsible for their own transportation to and from the tour's beginning and end point.


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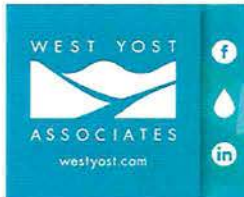
ACWA 2017 Fall Conference & Exhibition

 in [ACWA Conference](#)

Tue, 11/28/2017 - Fri, 12/01/2017

Location: Anaheim, CA

ACWA's 2017 Fall Conference & Exhibition is set for November 28-December 1 at the Anaheim Marriott Hotel in Anaheim. Further details to come.

[Calendar](#)


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PROP. 1
IMPLEMENTATION

**MINUTES OF SPECIAL MEETING OF THE FINANCE COMMITTEE OF THE
PALMDALE WATER DISTRICT, NOVEMBER 15, 2016:**

A special meeting of the Finance Committee of the Palmdale Water District was held Tuesday, November 15, 2016, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Henriquez called the meeting to order at 4:07 p.m.

1) Roll Call.

Attendance:

Finance Committee:
Marco Henriquez, Chair
Robert Alvarado, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Matt Knudson, Assistant General Manager
Vincent Dino, PWD Director
Mike Williams, Finance Manager
Mike McNutt, Public Affairs & Sustainability Dir.
Bob Egan, Financial Advisor
Dennis Hoffmeyer, Accounting Supervisor
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

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

Chair Henriquez acknowledged the attendance of Director Dino at the meeting.

3) Public Comments.

There were no public comments.

4) Action Items:

**4.1) Consideration and Possible Action on Approval of Minutes of Meeting
Held November 7, 2016.**

It was moved by Committee Member Alvarado, seconded by Chair Henriquez, and unanimously carried to approve the minutes of the Finance Committee meeting held November 7, 2016, as written.

4.2) Discussion and Review of Draft 2017 Budget. (Finance Manager Williams)

Finance Manager Williams stated that water sales for the 2017 Budget are projected to be 18,000 acre feet; that additional capital improvement fees and staff's recommended reductions have been included in the draft 2017 Budget; and then reviewed budget footnotes and the five-year cash flow allowing for \$1.3 million in infrastructure projects with a projected year-end balance of \$10,200,000 for 2017 followed by discussion of GAC contactors, the reduction in the Water Quality Fee, GASB 45, the cap on employee benefits to control costs and employee out of pocket expenses, employees paying retirement costs based on cost of living adjustments and newer employees paying their entire retirement costs, and the 5.04% Southern California Edison Company rate increase and Southern California Gas Company 3.7% rate increase.

He then provided an overview of staff's recommended department budget reductions followed by discussion of savings in electronic payment fees, reduced consultant fees, not filling recommended positions, staff reductions from 89 to 83 employees, increases and decreases in personnel line items due to organizational changes, reducing cell phone stipends, obtaining interns through the workforce program rather than a District-funded internship program, increased workers compensation costs, employee appreciation events, and technology mobility increases.

He then stated that staff's overall 2017 budget reductions amount to \$575,000.00 allowing for infrastructure investments for carry-over and new projects of \$2 million with a projected year-end balance of \$10.2 million after which Financial Advisor Egan stated that staff's recommendations allow for a balanced budget.

Chair Henriquez then requested staff prepare a summary 2016/2017 comparison of salaries, positions moved between departments, and positions not being filled for presentation of the budget to the full Board.

Succession planning, revisiting unfilled positions on a quarterly basis, annual tank maintenance, billing notices, the new billing software, and changes to Director benefits were then discussed after which Financial Advisor Egan stated that increases in any area of the budget will result in a decrease of funds available for infrastructure projects.

It was then determined that the draft 2017 budget be presented to the full Board for consideration at the Special Budget Meeting.

5) Information Items.

5.1) Other.

There were no other information items.

6) Board Members' Requests for Future Agenda Items.

Chair Henriquez requested future agenda items for "Consideration and possible action on District policy regarding landlord/tenant responsibility for water bills" and "Consideration and possible action on reducing funds available for the Rate Assistance Program to offer additional assistance under the Cash for Grass Program."

There were no further requests for future agenda items.

7) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 5:46 p.m.



Chair