



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

W. SCOTT KELLERMAN
Division 1

DON WILSON
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN-GOMEZ
Division 4

VINCENT DINO
Division 5

October 19, 2022

AGENDA FOR REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT TO BE HELD AT 2029 EAST AVENUE Q, PALMDALE OR VIA TELECONFERENCE

FOR THE PUBLIC: VIA TELECONFERENCE ONLY

DIAL-IN NUMBER: 571-748-4021 ATTENDEE PIN: 446-074-910#

Submit Public Comments at: <https://www.gomeet.com/446-074-910>

MONDAY, OCTOBER 24, 2022

6:00 p.m.

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys

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, an interpreter will be made available to assist the public in making **comments** under Agenda Item No. 4 and any action items where public input is offered during the meeting if requested at least 48 hours before the meeting. Please call Dawn Deans at 661-947-4111 x1003 with your request. (PWD Rules and Regulations Section 4.03.1 (c))

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público 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. (PWD reglas y reglamentos sección 4.03.1 (c))

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.
- 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 Strategic Plan Special Meeting Workshop held October 3, 2022.
 - 6.2) Approval of minutes of Regular Board Meeting held October 10, 2022.
 - 6.3) Payment of bills for October 24, 2022.
 - 6.4) Approval of Resolution No. 22-27 being a Resolution of the Board of Directors of the Palmdale Water District Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Palmdale Water District for the Period Beginning November 1, 2022 and Ending November 30, 2022 Pursuant to Brown Act Provisions. (No Budget Impact – Assistant General Manager Ly)
 - 6.5) Approval to declare District vehicles/equipment as surplus property. (Potential Revenue – Facilities Manager Bligh/Operations Manager Masaya/Facilities Committee)
- 7) Action Items – Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Consideration and possible action on funding of 2023 Rate Assistance Program. (\$170,000.00 – Budgeted 2023 – Finance Manager Hoffmeyer/Finance Committee)
 - 7.2) Consideration and possible action to cast the District’s ballot for Special District Local Agency Formation Commission (LAFCO) Voting Member for the term expiring May 2026. (No Budget Impact – General Manager LaMoreaux)
 - 7.3) Consideration and possible action to add a Senior/Associate Engineer, an Operations Technician, and a Human Resources Analyst to the Organization Chart. (\$527,518.00 Maximum Salary Impact – Budgeted 2023 – Human Resources Director Barragan-Garcia/Personnel Committee)
 - 7.4) Consideration and possible action to add a part-time I.T. Technician to the I.T. Department. (\$35,800.00 Potential Budget Impact – Budgeted 2023 – Human Resources Director Barragan-Garcia/Personnel Committee)
 - 7.5) Consideration and possible action to approve 2022 Palmdale Water District Strategic Plan Initiatives. (No Budget Impact – General Manager LaMoreaux)

- 7.6) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2022 Budget:
 - a) None at This Time.
- 8) Information Items:
 - 8.1) Finance Reports:
 - a) Status report on Cash Flow Statement and Current Cash Balances as of September 2022. (Financial Advisor Egan/Finance Committee)
 - b) Status report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for September 2022. (Finance Manager Hoffmeyer/Finance Committee)
 - c) Status report on committed contracts issued. (Finance Manager Hoffmeyer/Finance Committee)
 - d) Other financial reports. (Finance Manager Hoffmeyer/Finance Committee)
 - 1) Accounts receivable overview.
 - 2) Revenue projections.
 - 3) Payment transactions by type.
 - 4) Billing and collection statistics.
 - 8.2) Reports of Directors:
 - a) Standing Committees; Organization Appointments; Agency Liaisons:
 - 1) Antelope Valley East Kern Water Agency (AVEK) – October 11. (Director Dino, Board Liaison/Director Mac Laren-Gomez, Alt.)
 - 2) Personnel Committee Meeting – October 12. (Director Mac Laren, Chair/Director Kellerman)
 - 3) Resource and Facilities Committee Meeting – October 13. (Director Dino, Chair/Director Kellerman)
 - 4) Antelope Valley State Water Contractors Association (AVSWCA)– October 13. (Director Mac Laren-Gomez/Director Wilson/President Dizmang, Alt.)
 - 5) Palmdale Fin & Feather Club – October 15. (President Dizmang, Board Liaison/Director Wilson, Alt.)
 - 6) Palmdale Recycled Water Authority (PRWA) – October 17. (Director Dino/Director Wilson/Director Mac Laren-Gomez, Alt.)
 - 7) Finance Committee Meeting – October 18. (Director Wilson, Chair/President Dizmang)
 - 8) Special District Association North Los Angeles County (SDANLAC) Board Meeting – October 19. (Director Dino, CSDA Chapter Chair/President Dizmang)

- 9) Outreach Committee Meeting – October 19. (Director Mac Laren, Chair/Director Wilson)
- b) General Meetings Reports of Directors.
- 8.3) Report of General Manager.
 - a) October 2022 written report of activities through September 2022.
 - b) Department Presentations:
 - 1) Finance Department. (Finance Manager Hoffmeyer)
- 8.4) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 17, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Adam Ly, Assistant General Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.4 – APPROVAL OF RESOLUTION NO. 22-27 BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ISSUED MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE PALMDALE WATER DISTRICT FOR THE PERIOD BEGINNING NOVEMBER 1, 2022 AND ENDING NOVEMBER 30, 2022 PURSUANT TO BROWN ACT PROVISIONS. (NO BUDGET IMPACT – ASSISTANT GENERAL MANAGER LY)***

Recommendation:

Staff recommends the Board approve Resolution No. 22-27 being a Resolution of the Board of Directors of the Palmdale Water District Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Palmdale Water District for the Period Beginning November 1, 2022 and Ending November 30, 2022 Pursuant to Brown Act Provisions.

Alternative Options:

The Board can choose not to approve Resolution No. 22-27.

Impact of Taking No Action:

Teleconference options for the District’s publicly noticed meetings will end.

Background:

With the issuance of the Governor’s State of Emergency Executive Order due to the COVID-19 pandemic, the Brown Act was modified regarding agenda postings, Board member attendance from remote locations via teleconference, public attendance, and participation at publicly noticed meetings via teleconference. These modifications were rescinded by the Governor effective September 30, 2021; however, agencies and special districts have the option to continue remote teleconferencing options under the provisions of newly enacted AB 361. AB 361 provides agencies the ability to meet remotely during proclaimed state emergencies under modified Brown Act requirements beyond September 30, 2021.

October 17, 2022

The criteria to rely on the provisions of AB 361 are as follows:

- 1) The local agency is holding a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
- 2) The local agency is holding a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
- 3) The local agency is holding a meeting during a proclaimed state of emergency and has determined, by majority vote, that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

Resolution No. 22-27 addresses these criteria and will remain in effect for a period of 30 days. If the District wishes to continue meeting under modified Brown Act requirements under AB 361 after 30 days, the Resolution must be renewed.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership.

This item directly relates to the District’s Mission Statement.

Budget:

There is no budget impact.

Supporting Documents:

- Resolution No. 22-27 being a Resolution of the Board of Directors of the Palmdale Water District Proclaiming A Local Emergency Persists, Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Re-Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Palmdale Water District for the Period Beginning November 1, 2022 and Ending November 30, 2022 Pursuant to Brown Act Provisions

RESOLUTION NO. 22-27

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT PROCLAIMING A LOCAL EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ISSUED MARCH 4, 2020, AND RE-AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE PALMDALE WATER DISTRICT FOR THE PERIOD BEGINNING NOVEMBER 1, 2022 AND ENDING NOVEMBER 30, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Palmdale Water District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

WHEREAS, all meetings of Palmdale Water District's ("District") legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in the District, specifically, a State of Emergency has been proclaimed by the Governor of the State of California on March 4, 2020 in response to the global outbreak of the novel Coronavirus disease ("COVID-19"); and

WHEREAS, meeting in person would present an imminent risk to the health and safety of attendees due to the continued impact of the COVID-19 pandemic; and

WHEREAS, the Board of Directors does hereby find that a State of Emergency has been proclaimed as a result of the threat of COVID-19 and the contagious nature of COVID-19 have caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to proclaim a local emergency and ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the Palmdale Water District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

WHEREAS, the Palmdale Water District offers the option of teleconferencing to ensure access for the public to attend meetings.

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

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and meeting in person would present imminent risks to the health and safety of attendees due to the serious and contagious nature of COVID-19.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff, General Manager, and legislative bodies of the Palmdale Water District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect on November 1, 2022 and shall be effective until the earlier of (i) November 30, 2022, which is 30 days from the adoption of this Resolution, or (ii) such time the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Palmdale Water District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Directors of the Palmdale Water District this 24th day of October, 2022, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

President, Board of Directors

ATTEST:

Secretary, Board of Directors

APPROVED AS TO FORM:

Aleshire & Wynder, LLP, General Counsel

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 17, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Chris Bligh, Facilities Manager
Mynor Masaya, Operations Manager
VIA: Adam Ly, Assistant General Manager
Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.5 – APPROVAL TO DECLARE DISTRICT VEHICLES/EQUIPMENT AS SURPLUS PROPERTY. (POTENTIAL REVENUE – FACILITIES MANAGER BLIGH/OPERATIONS MANAGER MASAYA/RESOURCE AND FACILITIES COMMITTEE)***

Recommendation:

Staff recommends that the Board declare the following District vehicles/equipment as surplus property:

- 1) V-24 1988 QMC Crane Truck
- 2) Water Treatment Plant V-391990 TCM Forklift, 4422 hours

Alternative Options:

The Board can choose to continue to hold on to this equipment and parts.

Impact of Taking No Action:

There will be a continued loss of value.

Background:

V-24 1988 QMC Crane Truck is 34 years old, and it is getting very difficult to find parts for it. V-391990 TCM Forklift is 32 years old, and it is also getting very difficult to find parts for it.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 3 – Systems Efficiency.
This item directly relates to the District’s Mission Statement.

Budget:

This item will result in revenue for the District.

Supporting Documents:

None.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON FUNDING OF 2023 RATE ASSISTANCE PROGRAM. (\$170,000.00 – BUDGETED 2023 – FINANCE MANAGER HOFFMEYER/FINANCE COMMITTEE)*

Recommendation:

Staff and the Finance Committee recommend the Board approve the adjustment of the allocation amount of the Rate Assistance Program from \$160,000 to \$170,000 annually and approve changing the amount for rate assistance to a fixed amount of \$20.00 per month and 700 accounts assisted.

Background:

The Board of Directors approved the Rate Assistance Program allocation at \$160,000 annually based on the non-operating lease revenue. This was then allocated to the amount of up to 50% of the meter service charge for residential seniors, veterans, and low income. With the allowance per account decreasing, the District was only able to serve 585 accounts in 2022. Staff has done an analysis, and if the Rate Assistance Program remains as is, the number of customers served would be 536.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No.'s 5 and 6 – Regional Leadership and Customer Care, Advocacy and Outreach.

This item directly relates to the District's Mission Statement.

Budget:

There is no additional financial impact on the budget for 2022. Funds are allocated from the prior year's lease revenue.

Supporting Documents:

- 2023 Rate Assistance Program Analysis

Palmdale Water District
Rate Assistance Analysis - Rate Year 2023
September 20, 2022

RAP Funds: \$ 160,000.00
 Fixed Charge Rate: \$ 49.79
 Customers Served (Target): 700

Monthly Allocation Amount: \$ 13,333.33
 Potential Customers Served (50%): 536
 Potential Customer Allowance: \$ 19.04
 Potential Allowance Percentage: 38.24%

Funding for \$49.79	
Levels	Amount
50%	24.89
45%	22.40
40%	19.91
35%	17.42
30%	14.93

Monthly Shortfall for 50%: \$ 4,095.00
 Annual Shortfall for 50%: \$ 49,140.00
 Monthly Shortfall for 45%: \$ 2,352.00
 Annual Shortfall for 45%: \$ 28,224.00

Potential Change in RAP Funds	Target Allowance
165,000.00	\$ 19.64
170,000.00	\$ 20.24

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION TO CAST THE DISTRICT’S BALLOT FOR SPECIAL DISTRICT LOCAL AGENCY FORMATION COMMISSION (LAFCO) VOTING MEMBER FOR THE TERM EXPIRING MAY 2026. (NO BUDGET IMPACT – GENERAL MANAGER LaMOREAUX)***

The Palmdale Water District is entitled to cast one vote for a Special District Voting Member on the Local Agency Formation Commission (LAFCO) for the term expiring in May 2026.

The candidates for LAFCO Voting Member are as follows:

- Stephen Appleton, Greater Los Angeles County Vector Control District
- Robert W. Lewis, Rowland Water District
- Sharon S. Raghavachary, Crescenta Valley Water District
- Yvette Stevenson-Rodriguez, Orchard Dale Water District

Strategic Plan Initiative/Mission Statement:

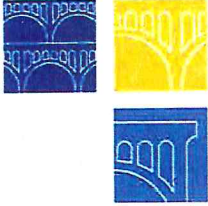
This item is part of Strategic Initiative No. 5 – Regional Leadership.
This item directly relates to the District’s Mission Statement.

Budget:

This item will have no impact on the budget.

Supporting Documents:

- Memorandum from Lagerlof LLP
- Special District LAFCO Voting Member ballot, nomination forms, and candidate statements




RECEIVED
SEP 28 2022

Lagerlof
LLP
LAWYERS

MEMORANDUM

TO: PRESIDING OFFICER OF EACH INDEPENDENT SPECIAL DISTRICT IN
LOS ANGELES COUNTY

FROM: WILLIAM F. KRUSE 

RE: BALLOT; SPECIAL DISTRICT LAFCO REPRESENTATIVE

DATE: September 26, 2022

Enclosed is the Ballot and the supplementary materials submitted for each of the candidates for Special District LAFCO **VOTING MEMBER** for the term expiring in May 2026. Nominations closed as of 5:00 p.m. on September 21, 2022.

Please vote for ONE candidate for the position. The marked ballots should be placed in the envelope marked "Ballot Envelope" and sealed. Please write the name of your agency and sign your name on the outside of the ballot envelope and return the completed ballots by mail to:

William F. Kruse, Esq.
Lagerlof, LLP
155 N. Lake Avenue, 11th Floor
Pasadena, CA 91101.

No ballot will be counted if it is missing the name of the voting agency and the signature of the Presiding Officer on the ballot envelope.

The candidate receiving the highest number of votes will be declared the special district **voting member** to LAFCO.

Ballots must be returned by 5:00 p.m. on November 30, 2022.

WFK/dc
Enclosures

cc: Paul Novak, w/enc.

Lagerlof LLP
155 N Lake Avenue, 11th Flr
Pasadena, CA 91101

Lagerlof.com
Email: wkruse@lagerlof.com

T: (626)-793-9400
F: (626)-793-5900

BALLOT

SPECIAL DISTRICT LAFCO **VOTING MEMBER**

Please vote for no more than one candidate.

STEVEN APPLETON

Occupation: Board of Trustee Member

Sponsor: Greater Los Angeles County Vector Control District

ROBERT W. LEWIS

Occupation: Water District Director

Sponsor: Rowland Water District

SHARON RAGHAVACHARY

Occupation: Water District Director

Sponsor: Crescenta Valley Water District

YVETTE STEVENSON-RODRIGUEZ

Occupation: Board President

Sponsor: Orchard Dale Water District

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Date: SEPTEMBER 21, 2022

Name of Candidate: STEVEN APPLETON

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT is pleased to nominate STEVEN APPLETON as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: BOARD OF TRUSTEE, LOS ANGELES CITY

Agency: GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

Type of Agency: SPECIAL DISTRICT

Term Expires: JANUARY 6, 2025

Residence Address: 2825 BENEDICT STREET

LOS ANGELES, CA 90039

Telephone: 310-740-7294

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

GREATER LOS ANGELES COUNTY VECTOR CONTROL DISTRICT

(Name of Agency)

By: Mary-Joy Coburn

Its: Mary-Joy Coburn, Communications Director / Board Liaison



Steve Appleton

I am running for the position of Special District Voting Member on LAFCO. If I am elected, you can trust that I will be an effective and engaged representative for Special Districts.

As the Trustee for the City of Los Angeles and former President of the Greater Los Angeles County Vector Control District, I have participated in annexation decisions that gave me a small window into one aspect of LAFCO's work.

Mosquitoes do not read "City Limit" signs. Spheres of influence for vector control are often better drawn by physical and social bounds versus municipal lines. When we have considered annexations, our board and staff took a scientific approach. Would extending our outreach, prevention and treatment area increase efficiency of regional control of mosquito-borne disease? To approve an annexation request we also considered if eliminating isolated pockets of vectors reduced our net cost per parcel or area. As the new environmental control of Sterile Insect Technique (SIT) emerges, our board and staff have created cooperative agreements with adjacent vector control districts to help fund initial development.

Such agreements may harken the new future of regional cooperation and technology sharing in an era where climate change is affecting all levels of government services. Water resources, fire suppression and park equity all require new thinking. In this context LAFCO's role may shift from facilitating "orderly growth" to the more nuanced idea of "sustainable growth." I am poised to be a student of the issues who listens to all sides of any issue and represents Special Districts in this process.

Resume:

- Public artist who has created award-winning civic art works for LA Metro, the Los Angeles Community Redevelopment Agency, City of Denver, City of Seattle, and internationally.
- Founder of *Water Institute of Science Policy (WISP)* in 2019 to focus academic and community discussion on sustainable urban park, habitat, and water issues. Affiliated with the Institute for Sustainability, California State University, Northridge.
- 2021-2022 organized five events that brought together academic researchers with local communities. Sponsors included: Cal State University Northridge, Berggruen Institute, California State University's 13th Annual Conference, *"Water Connects: Justice, Resilience, and Innovation."*
- Founder of LA River Kayak Safari (LARKS) that has led more than 12,000 people on tours of a naturalized section of our urban waterway. Leading a native plant restoration project with indigenous collaborators. Technical stakeholder for recreational water testing of LA City Sanitation (LA San) and the "State of the Watershed" report of the "Council for Watershed Health."

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: Rowland Water District _____

Date: September 6, 2022 _____

Name of Candidate: Robert W. Lewis _____

Rowland Water District _____ is pleased to nominate

Robert W. Lewis _____ as a candidate for appointment as special district **voting**

member to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: Director, Division IV _____

Agency: Rowland Water District _____

Type of Agency: Special District Water Agency _____

Term Expires: December 2, 2022 _____

Residence Address: 2231 S. Fullerton Road Unit #8, Rowland Heights, CA 91748 _____

Telephone: (626) 964-0875 _____

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Rowland Water Agency _____

(Name of Agency)

By: Tom Coleman _____

Its: General Manager _____



LAFCO Candidate Statement: Robert W. Lewis

As the longest-serving board member at Rowland Water District, I understand the need for effective oversight and informed decision making to best serve the public. With this knowledge and my extensive experience in local government, I respectfully seek appointment as the special district representative to the Local Agency Formation Commission of Los Angeles County.

One of my first political positions was on the City of Fullerton's Redevelopment Commission. Since then, I have committed nearly 30 years to Rowland Water District and its customers. I endeavor to represent my community the way I would want to be represented. Beyond my board of directors experience I represent Rowland Water District on numerous other public agencies, including:



Association of California Water Agencies (ACWA) Region 8 Board Member; ACWA is a statewide industry group that monitors and influences legislation and policies affecting water supply



ACWA/Joint Powers Insurance Authority Alternate Voting Representative



Puente Basin Water Agency Board of Commissioners; this commission coordinates and secures supplemental funding for projects that improve regional water quality



California Municipal Utilities Association (CMUA); this association represents its members' interests on energy and water issues before the California Legislature, the Governor's Office, and regulatory bodies



San Gabriel Valley Regional Chamber of Commerce Government Affairs Committee Member



Several LAFCO Committees. Of importance, I was a member of the Special Districts Ad Hoc Committee in the 1990's which worked in establishing the LAFCO Special Districts seat.

During my Board tenure, I advocated for expanding the water supply by tapping into a local groundwater source to be used for irrigation and saving drinking water. This commitment has reduced Rowland's dependence on water that is imported hundreds of miles to our area.

Supply and reliability are pressing issues facing my District. Upon my re-election this fall, my goals at Rowland are to meet the challenge of a drier California future, expand water supply sources, and educate customers about the value of water and conservation to stretch water supplies. I work with my fellow board members, general manager and leadership team in a cohesive and effective manner, which I would like to do in a larger capacity with LAFCO.

I take pride in contributing to my community. My pledge to my constituents will always be that when money is planned for projects and programs at my agency, I want to know that it is justified, and then I support it.

I would be honored to be appointed to the open position to help guide decision-making for LAFCO for the County of Los Angeles.

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT **VOTING MEMBER**
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee

From: President James D. Bodnar and Member of the Board of Directors

Date: July 23, 2022

Name of Candidate: Sharon S. Raghavachary

The Board of Directors of the Crescenta Valley Water District is pleased to nominate Sharon S. Raghavachary as a candidate for appointment as special district **voting member** to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: Director of the Board of Directors of

Agency: Crescenta Valley Water District

Type of Agency: Water and Sewer District

Term Expires: December 2025

Residence Address: 2209 Maurice

La Crescenta, CA 91214

Telephone: 818 541-9071

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

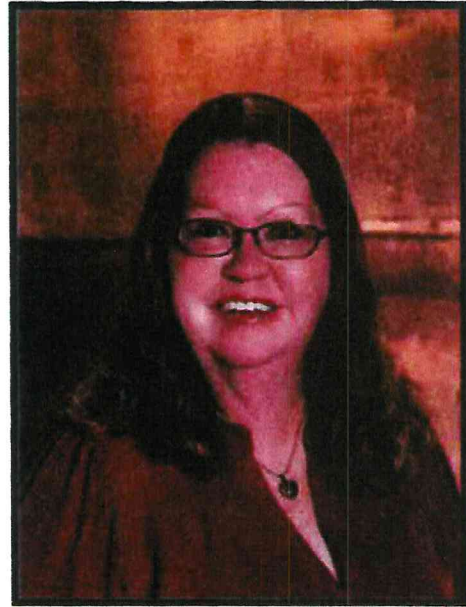
Crescenta Valley Water District

(Name of Agency)

By: 

Its: Chairman of the Board of Directors

Sharon S. Raghavachary



Director Raghavachary has been active in the La Crescenta Community for 20 years and has a background in accounting and computer systems.

Ms. Raghavachary has been a member of the Crescenta Valley Water District Board of Directors since June of 2019 and served as President in 2021.

Ms. Raghavachary is a founder of the Crescenta Valley Community Association. She served for seven years on the Crescenta Valley Town Council, during which time she was co-chair of the Foothill Design Committee that wrote design standards for Foothill Boulevard and was a member of Supervisor Antonovich's Library Committee. She also served as Council Vice President and Land Use Committee Chair.

Additionally, Director Raghavachary served three years on the Parent Advisory Council for Children's Hospital Los Angeles, providing input for the new hospital tower. She has been a volunteer for the Los Angeles County Sheriff's Department and Treasurer of the Crescenta Valley Arts Council, as well as a Girl Scout troop leader for ten years. For over five years she wrote a featured column for the Glendale News Press and the Crescenta Valley Weekly. She is currently serving her second year on the Clark Magnet High School's School Site Council.

Ms. Raghavachary has teenage twins, a boy, and a girl, who attend Clark Magnet High School and Crescenta Valley High School.

NOMINATION
OF
INDEPENDENT SPECIAL DISTRICT VOTING MEMBER
TO THE
LOS ANGELES COUNTY LOCAL AGENCY FORMATION COMMISSION

To: Independent Special District Selection Committee
From: Orchard Dale Water District
Date: September 7, 2022
Name of Candidate: YVETTE STEVENSON-RODRIGUEZ
Orchard Dale Water District is pleased to nominate

YVETTE STEVENSON-RODRIGUEZ as a candidate for appointment as special district voting member to the Los Angeles Local Agency Formation Commission. The nominee is an elected official or a member of the board of an independent special district appointed for a fixed term. For your consideration, we submit the following additional information together with a resume of the candidate's qualifications.

Elective office: LAFEO SPECIAL DISTRICT REPRESENTATIVE
Agency: Orchard Dale Water District

Type of Agency: Special District

Term Expires: 11 / 2024

Residence Address: 14036 Mystic St. Whittier
CA 90604

Telephone: 562-447-6909 / 562-941-0114

PLEASE ATTACH RESUME OR CANDIDATE STATEMENT (limit one page)

Orchard Dale Water District

By: 
Its: _____

Yvette Stevenson Rodriguez
LAFCO Candidate, 2022

ysr@odwd.org
(562)447-6909
Whittier, California

Director, President, Orchard Dale Water District
Member of the Board

Currently, I preside as President of the Board, with 15+ years as a Member of the Board with various achievements completed as follows:

- Achieved completion of two regional multi-million dollar water reliability projects on behalf of Orchard Dale Water District in collaboration with LA County and Water Replenishment District.
- Authored the first Investment policy for Orchard Dale Water District and developed additional policies such as the Safety Work Boots program for field staff and Education Enrichment program for all eligible employees.
- Assessed water resources, reviewed financials and constructed scenarios with executive staff to develop a water resource plan to mitigate interruptions of service due to infrastructure and prolong droughts.

Director, Development, Non Profit Education TCS Foundation

Directed and Managed a Non Profit Education Foundation established for K-12 grade students to provide both academic enrichment programs, a summer school program and an experiential learning grant program for classroom teachers.

- Developed and executed a successful citywide fundraising program, contributions raised from this campaign funded 200 experiential learning grants awarded to Teachers for classroom enrichment.
- Collaborated and assisted with developing Summer School Programs,

Education
University of Phoenix

Memberships
California Special Districts Association
Central Basin Municipal Water Association

Notables
Proud Mom of Bosco Brave student

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Ms. Angelica Barragan-Garcia, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Adam Ly, Assistant General Manager
RE: ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION TO ADD A SENIOR/ASSOCIATE ENGINEER, AN OPERATIONS TECHNICIAN, AND A HUMAN RESOURCES ANALYST TO THE ORGANIZATION CHART. (\$527,518.00 MAXIMUM SALARY IMPACT – BUDGETED 2023 – HUMAN RESOURCES DIRECTOR BARRAGAN-GARCIA/PERSONNEL COMMITTEE)***

Recommendation:

Staff and the Personnel Committee recommend that the Board approve the addition of the positions of a Senior/Associate Engineer, an Operations Technician, and a Human Resources Analyst to the Palmdale Water District Organization Chart.

Alternative Options:

The District can leave the organization as-is.

Impact of Taking No Action:

The District will have limitations and potential delays to get the Pure Water AV project online and the five-year capital improvement projects completed. Human Resources will be delayed in addressing all the risk management challenges.

Background:

In January 2022, the Board approved a Memorandum of Understanding (MOU) between United Water Conservation District and Palmdale Water District. The MOU listed several goals that both organizations want to achieve. Three of these goals are: Create a water-related internship and apprenticeship program, coordinate reservoir-related recreation areas for funding and management, and coordinate local, reliable water supply projects using advanced water treatment for development and funding.

In February 2022, the Board approved a consultant contract to start working on the design to convert recycled water to potable water suitable for groundwater augmentation. This contract includes designing a demonstration plant at the District's headquarters by 2024 and the initial

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager
Mr. Adam Ly, Assistant General Manager

October 18, 2022

design of a full-scale water purification facility for bidding by 2025. In the meantime, the District needs to start getting personnel to support the demonstration plant and to help with the development of the purification facility and injection wells.

Between the Pure Water AV Project and the MOU, the District needs additional personnel to address the expansion of water treatment, management of the District's five-year capital improvement projects, and increased focus on staff development.

First, staff recommends adding a Senior/Associate Engineer position that will assist in the coordination and project management for procurement of equipment. He/She will review submittals and approve designs and plans. Once the demonstration plant is completed, the Engineer will focus on documentation, optimization, and regulatory approval to build the new Advanced Water Purification Facility.

Second, staff recommends adding an Operations Technician I/II position that will have an initial focus on training in the Advanced Water Purification Facility and construction/inspection of the demonstration plant. Once the demonstration plant is completed, the individual will work with engineering and the District's consultant on operations and maintenance. This will provide the necessary experience for the individual to obtain the minimum treatment certification required to operate the Advanced Water Purification Facility. The expectation is all individuals are trained and are knowledgeable with the processes and operations once the plant is completed.

Finally, Human Resources recommends the addition of an Analyst position to assist with Risk Management functions, such as implementation and coordination of the Emergency Response Plan, the Hazard Mitigation Plan, and other assignments of personnel tasks. There are many more areas for training and coordination in these plans, and we need to get familiar with the roles. Another area for the individual's time is addressing various MOU's.

Overall, the District will add three (3) positions to the Organization Chart bringing the total count of employees to 91.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 2 – Organizational Excellence.
This item directly relates to the District's Mission Statement.

Budget:

Budget Impact: \$527,518.00 maximum salary impact.

Supporting Documents:

- Human Resources Analyst salary comparison
- Human Resources Analyst job description
- Organization Chart

				26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	
Position	Dept	Min	Max	Recommended Range	\$6,195.16	\$6,504.92	\$6,830.17	\$7,171.67	\$7,530.26	\$7,906.77	\$8,302.11	\$8,717.21	\$9,153.07	\$9,610.73	\$10,091.26	\$10,595.81	\$11,125.61	\$11,681.89	\$12,265.99	\$12,879.29
Human Resource & Safety Analyst	HR			\$7530.26-\$9153.07	Palmdale Water District 7530.26-9153.07															
Human Resource Analyst		\$ 7,318.13	\$ 9,510.80		Cucamonga Valley Water District 7318.13-9510.8															
Human Resource Analyst I		\$ 6,990.53	\$ 9,087.87		Las Virgenes Municipal Water District 6990.53-9087.87															
HR Analyst		\$ 7,189.87	\$ 9,204.00		Yorba Linda Water District 7189.87-9204															
HR Analyst		\$ 6,903.87	\$ 9,665.07		Olivenhain Municipal Water District 6903.87-9665.07															
Sr. HR Analyst		\$ 7,966.40	\$ 12,334.40		Western Municipal Water District 7966.4-12334.4															
HR Analyst		\$ 7,749.73	\$ 9,441.47		Santa Clarita Valley Water 7749.73-9441.47															
No Equivalent Position					Desert Water Agency -															
HR Analyst		\$ 6,337.07	\$ 7,891.87		Eastern Municipal Water District 6337.07-7891.87															
HR Analyst		\$ 7,040.80	\$ 9,703.20		Mesa Consolidated Water District 7040.8-9703.2															
HR Analyst II		\$ 7,458.53	\$ 9,845.33		Rancho California Water District 7458.53-9845.33															
No Equivalent Position					Walnut Valley Water District -															
No Equivalent Position		\$ 7,217.21	\$ 9,631.56	30	Padre Dam Municipal Water District -															

HUMAN RESOURCES & SAFETY ANALYST

FLSA Status: Exempt

JOB SUMMARY

Under general supervision, performs a variety of routine technical and clerical duties involved in providing support to the Human Resources Department including the areas of safety, training, recruitment, and data entry management duties required to support a wide variety of high confidential administrative functions and to maintain personnel records; and provides information and assistance to District employees and the general public regarding human resources activities, processes, policies, and procedures; and performs a variety of tasks relative to assigned area of responsibility.

Supervision Received and Exercised

Direct supervision is received from the Director of Human Resources.

Example of Essential Duties

Duties may include, but are not limited to, the following:

- Administers the day-to-day aspects of the District's recruitment and selection program; plans and conducts recruitment activities, writes job announcements and places recruitment ads; oversees maintenance of appropriate records for each recruitment conducted.
- Screens and evaluates applications for employment or arranges for their screening by appropriate managers; develops and coordinates selection procedures including oral board rating criteria and interview questions; chairs panels and/or participates in interviews of job applicants.
- Checks references on prospective hires; negotiates starting salaries and start dates on behalf of the District; writes and sends employment offer letters, and makes other necessary arrangements to accommodate new hire.
- Participates in classification and compensation studies and analyses; conducts classification studies and job audits; writes and revises job specifications; conducts salary and benefit surveys; analyzes compensation issues and writes reports of findings and recommendations; works with payroll staff to resolve employee pay problems.
- Assists in administering the employee benefits programs; research availability and cost of new benefit options; maintains liaison with insurance carriers and/or claims administrators regarding employee benefit issues or problems; conducts studies and analyses of various employee benefits issues.
- Assists supervisors and managers in their efforts to resolve employee issues; provides some advice on correct application of District personnel policies and procedures.
- Conducts a variety of special project-oriented studies and analyses as assigned; gathers and evaluates data; communicates with other public agencies; research information for possible inclusion in District personnel policies and procedures.
-

Human Resources & Safety Analyst

- 2 -

- Participates in a variety of programs and activities designed to improve and enhance employee relations.
- Provides a variety of general benefit and recruitment administrative support to the Human Resources Director; composes and types of letters, memorandum, and other correspondence related to assigned human resources programs and activities; prepares a variety of reports including technical reports and status pertaining to human resources management programs and activities.
- Assists with the administration of employees' benefits including workers' compensation, state disability, paid family leave, FMLA, COBRA, CFRA, and unemployment benefits programs.
- Assists the Director of Human Resources and Risk Management on division budget analyses.
- Regular attendance at the work site
- Performs variety of duties related to safety including implementation and coordination of the District's safety in compliance with federal, state and local safety, health and environmental laws and regulations; Emergency Response, ongoing programs to provide for employees on Safety procedures, Injury and Illness Prevention Program (IIPP)
- Perform related duties as assigned.

MINIMUM QUALIFICATIONS

Knowledge of:

- Principles and practices of human resources administration, including methods and techniques used in recruitment/selection, classification/compensation, and benefits administration.
- Principles and practices of risk management and liability.
- Clerical and general technical principles and practices of public employment human resources administrative support functions including those related to record keeping, training, and employee benefit administration.
- Pertinent local, State and Federal laws, rules, and regulations.
- Organizational and management practices as applied to the analysis and evaluation of programs.
- Principles and practices of organization and administration
- Principles of budget preparation and administration.
- Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Ability to:

- Plan, and assist on the administration and operations of the Human Resources Department.
- Develop and implement department policies and procedures.
- Supervise, train, and evaluate assigned personnel.
- Gain cooperation through discussion and persuasion.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Interpret and apply District and department policies, procedures, rules, and regulations.
- Communicate clearly and concisely, both orally and in writing.

Human Resources & Safety Analyst

- 3 -

- Establish and maintain effective working relationships with those contacted in the course of work.
- Read, analyze, evaluate, and summarize written material and statistical data.
- Conduct studies and analyses and prepare reports of findings and recommendations.
- Exercise good judgment and maintain confidentiality in critical, sensitive, and confidential information, records, and reports.
- Work under steady pressure with frequent interruptions and a high degree of customer and public contact by phone or in person.
- Maintain attention to detail while working under deadlines.
- Understand and carry out oral and written instructions.
- Communicate clearly and concisely, both orally and in writing.

EXPERIENCE AND TRAINING

Any combination of experience and training that would provide the required knowledge and abilities is qualifying. A typical way to obtain the required knowledge and abilities would be:

Experience

Three (3) years of professional human resource management experience. Experience in a governmental or utility setting is preferred.

Training

Equivalent to a Bachelor's degree from an accredited college or university with major course work in human resource management, business, public administration, or a related field.

License and Certificate

- Possession of, or ability to obtain, a valid California Driver's License.
- Possession of a Certificate in Human Resources Management from an accredited college or professional organization is require or ability to obtain within 18 months.
- Possession of Certified Safety Professional (CSP), Certification as an Associate Safety Professional (ASP), or Occupational Health & Safety Technologist (OHST), or Certified Occupational Safety Specialist (COSS) or ability to obtain within two (2) years.
- Required use of cell phone with data plan.

PHYSICAL REQUIREMENTS

Constantly, walk stand, kneel, climb, and bend in the field; sit while studying or preparing reports and driving in vehicle or operating equipment; perform simple and power grasping, pushing, pulling and fine manipulation; ·intermittently write or use a keyboard to communicate; and lift or carry weight up to 25 pounds. Additionally, the incumbent in this position works outdoors in all weather conditions, including wet, hot and cold with extreme sun exposure. Some of these requirements may be accommodated for otherwise qualified individuals requiring and requesting such accommodations.

Approved:

Human Resources & Safety Analyst

- 4 -

I have reviewed this job description with my Supervisor and agree with its contents.

Employee Signature

Date

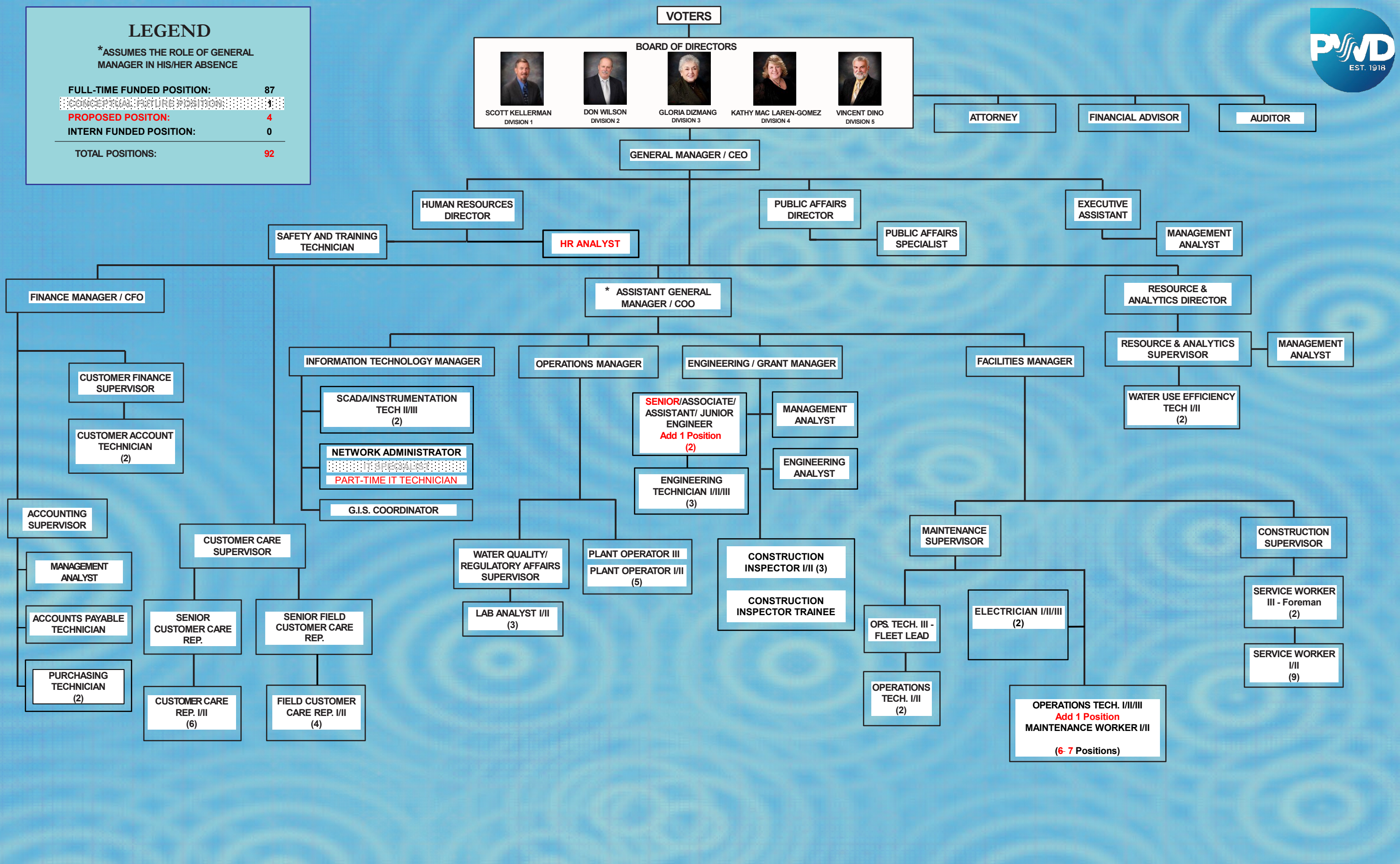
Supervisor Signature

Date

The specific statements shown in each section of this job description are not intended to be all-inclusive. They represent typical elements and criteria necessary to successfully perform the job.



LEGEND	
*ASSUMES THE ROLE OF GENERAL MANAGER IN HIS/HER ABSENCE	
FULL-TIME FUNDED POSITION:	87
CONCEPTUAL/FUTURE POSITION:	1
PROPOSED POSITION:	4
INTERN FUNDED POSITION:	0
TOTAL POSITIONS:	92



PALMDALE WATER DISTRICT ORGANIZATIONAL STRUCTURE

PROPOSED OCT. 12, 2022

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Ms. Angelica Barragan-Garcia, Human Resources Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
 Mr. Adam Ly, Assistant General Manager
RE: ***AGENDA ITEM NO. 7.4 – CONSIDERATION AND POSSIBLE ACTION TO ADD A PART-TIME I.T. TECHNICIAN TO THE I.T. DEPARTMENT. (\$35,800.00 – POTENTIAL BUDGET IMPACT – BUDGETED 2023 – HUMAN RESOURCES DIRECTOR BARRAGAN-GARCIA/PERSONNEL COMMITTEE)***

Recommendation:

Staff and the Personnel Committee recommend that the Board approve the addition of a Part-Time I.T. Technician to the I.T. Department.

Alternative Options:

The District can leave the organization as-is.

Impact of Taking No Action:

The District may encounter a succession planning gap in that Department.

Background:

The I.T. Department has five individuals split into three areas of expertise: GIS, SCADA and IT Services. I.T. Services covers all computing and technologies used by District employees. The Manager and a Network Administrator are the only two individuals who have the expertise. Both individuals need to cover daily support as well as projects, contracts, and cybersecurity. In addition, the manager provides oversight for GIS and SCADA.

Cybersecurity will continue to be a major challenge for the Department. They are asked to proactively find ways to protect the system and reinvent the business process to secure all the data. As such, staff is proposing adding a part-time I.T. Technician to help solidify the Department and give the group more flexibility.

Staff wants to start with a part-time position to give the person time to learn some current I.T. skills and go to school to add new tools. As the person picks up new skills and certifications, we can look at transitioning the person to full time using the already allocated I.T. Technician position. Staff expects the person to learn all the IT services we currently provide as well as GIS.

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

October 18, 2022

Overall, the District will add one (1) position to the organization bringing the total count of employees to 92.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 2 – Organizational Excellence.

This item directly relates to the District’s Mission Statement.

Budget:

Potential Budget Impact - \$35,800.00/year

Supporting Documents:

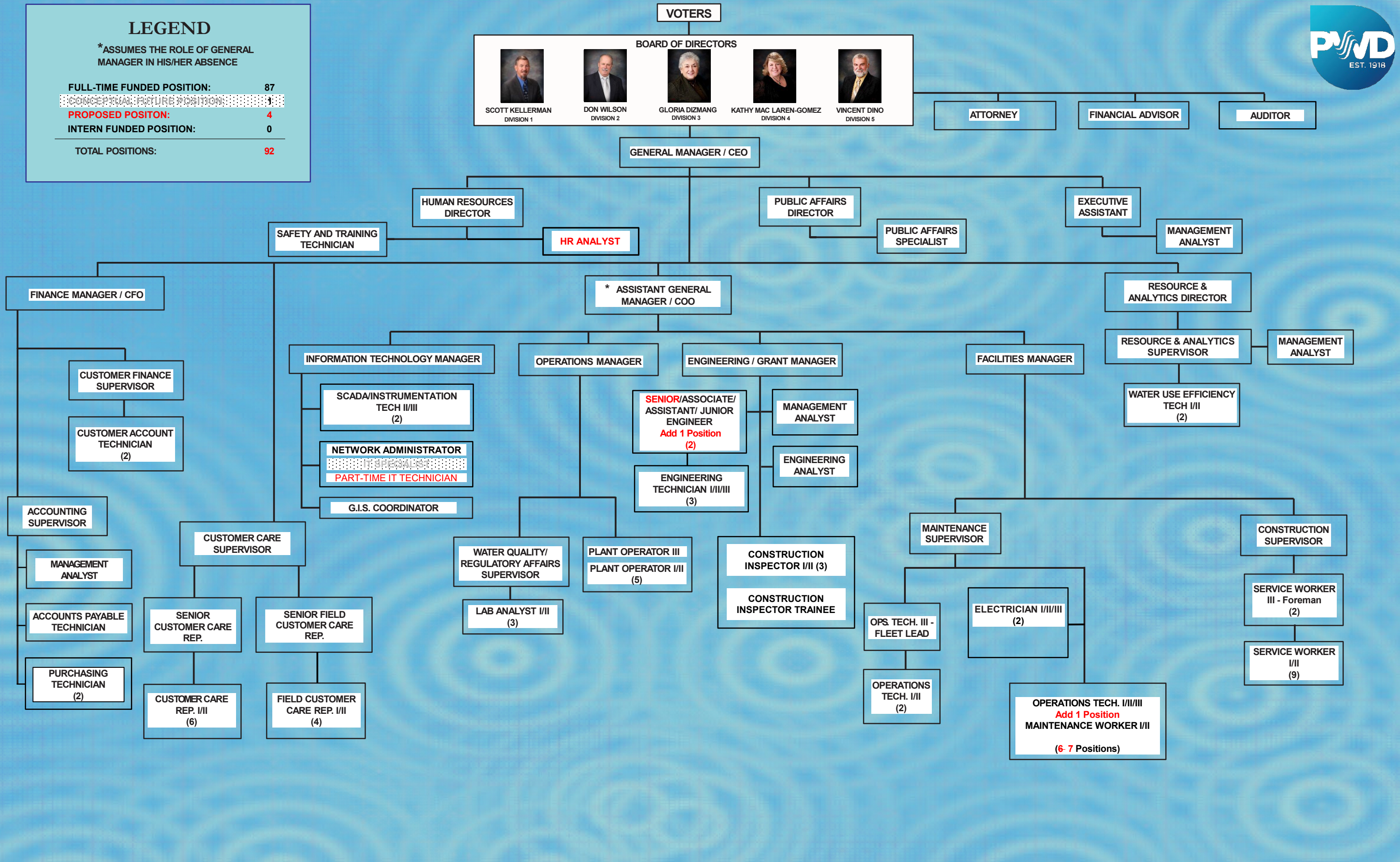
- Organization Chart



LEGEND

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

FULL-TIME FUNDED POSITION:	87
CONCEPTUAL/FUTURE POSITION:	1
PROPOSED POSITION:	4
INTERN FUNDED POSITION:	0
TOTAL POSITIONS:	92



PALMDALE WATER DISTRICT ORGANIZATIONAL STRUCTURE

PROPOSED OCT. 12, 2022

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.5 – CONSIDERATION AND POSSIBLE ACTION TO APPROVE 2022 PALMDALE WATER DISTRICT STRATEGIC PLAN INITIATIVES. (NO BUDGET IMPACT – GENERAL MANAGER LaMOREAUX)***

Recommendation:

Staff recommends the Board approve the 2022 Strategic Plan Initiatives.

Background:

The Strategic Plan serves as a guide for staff to set goals and projects throughout the year to meet the District’s mission of providing high quality water to current and future customers at a reasonable cost.

The following Strategic Initiatives for the 2022 Strategic Plan were developed at two recent Board Workshops:

Strategic Initiation No. 1 – Water Resource Reliability:

- Support and participate with local agencies in the development of projects and policies that improve water resources, storage, and reliability
- Maximize state and federal funding opportunities for Pure Water AV
- Support projects and initiatives that increase the resilience of the State Water Project
- Develop water storage options for State Water Project supplies and improve groundwater capture capabilities
- Strengthen Littlerock Dam stakeholder relationships and continue Littlerock Reservoir Sediment Removal Project

Strategic Initiative No. 2 – Organizational Excellence:

- Offer competitive compensation and benefits package for employee retention
- Focus Succession Planning Program on ensuring an overlap of training for key positions
- Continue providing transparency to ratepayers through training for the ongoing achievement of the Districts of Distinction certification
- Encourage cohesiveness, transparency, and integrity within the staff through Codes of Conduct and increased accountability

- Ensure employees are trained on the Strategic Plan and Core Values of Diversity, Integrity, Teamwork, and Passion
- Improve safety for Directors, employees, and customers
- Develop career paths at the District for interns and pursue state and federal funding for intern programs
- Cultivate a positive culture and increase employee engagement

Strategic Initiative No. 3 – Systems Efficiency:

- Explore energy independence and evaluate the feasibility of energy options, including wind and solar
- Incorporate more energy efficient technologies into the District’s infrastructure
- Research state-of-the-art treatment techniques to enhance systems efficiency
- Re-evaluate Lake Palmdale by-pass pipeline and pursue funding options
- Improve Palmdale Ditch to reduce water loss

Strategic Initiative No. 4 – Financial Health and Stability:

- Pursue grant funding for District projects and operations
- Maintain the five-year financial plan adopted as part of the 2019 Water Rate Study, including the five-year Capital Improvement Plan
- Conduct and adopt a 2024 five-year Water Rate Plan
- Build adequate reserve levels and achieve high-level bond rating
- Seek potential revenue sources from vacant District properties
- Monitor finances, operations, and projects affected by emergencies
- Digitize and document departmental workflows

Strategic Initiative No. 5 – Regional Leadership:

- Continue to provide opportunities and information for local businesses and agencies to contract with the District
- Continue to collaborate with neighboring water agencies and move to include more agencies throughout and outside of the Antelope Valley through Greater Antelope Valley Mutual Response Agreements and emergency response exercises
- Develop working relationships and mutually beneficial projects with other water agencies in the District’s region
- Develop strategies, alliances, and funding to make Littlerock Dam and Reservoir recreational again
- Continue Memorandum of Understanding with United Water Conservation District to combine political forces to obtain grant funding and research other joint cooperative regional efforts
- Continue representation on larger regional organizations such as the California Special Districts Association (CSDA) and the Association of California Water Agencies (ACWA) and assist with the growth and influence of the Special Districts Association of North Los Angeles County, a CSDA local chapter

Strategic Initiative No. 6– Customer Care, Advocacy and Outreach:

- Enhance customers’ experience through communication and feedback
- Expand and market additional payment options
- Continue to increase public awareness of current programs and services through traditional and new media platforms
- Engage elected officials and the public on the importance of local and state water reliability issues
- Complete conversion to an Advanced Metering Infrastructure (AMI) to increase customers’ knowledge of water use and promote customer self-help portal
- Continue to increase public awareness of the on-going drought and the importance of conservation efforts
- Publicize, engage, and educate the community about Pure Water AV

Strategic Plan Initiative:

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

Budget:

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

Supporting Documents:

- None

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 October 24, 2022
TO: BOARD OF DIRECTORS Board Meeting
FROM: Mr. Bob Egan, Financial Advisor
RE: *AGENDA ITEM NO. 8.1.a – STATUS REPORT ON CASH FLOW
STATEMENT AND CURRENT CASH BALANCES AS OF SEPTEMBER
2022. (FINANCIAL ADVISOR EGAN/FINANCE COMMITTEE)*

Attached are the Cash Notes, the Investment Funds Report, and the Cash Flow Report as of September 2022. The reports will be reviewed in detail at the Board meeting.

Enclosures

<u>2022</u>			
August to September 2022 Major account Activity			
acct 11469			
Balance	9/30/2022	4,057,258.20	
Balance	8/31/2022	5,307,270.18	
Decrease		(1,250,011.98)	
One month activity			
Taxes received		0.00	expected 0
Interest/Mkt value received		1,779.19	YTD expected 4,084,240
Transfer to Western Alliance		(846,561.48)	YTD received 5,409,994
Transfer to Bank of NY Mellon		(1,765,697.32)	
Transfer to Webster Bank		(273,532.37)	(2,885,791) loan prin and int
Transfer from 11432		1,645,000.00	
Transfer to 24016		(11,000.00)	
Decrease		(1,250,011.98)	
Acct 11475			
Balance	9/30/2022	1,383,597.38	
Balance	8/31/2022	1,382,071.84	
Increase		1,525.54	
One month activity			
Interest/Mkt value received		1,525.54	
Increase		1,525.54	
Acct 11432			
Balance	9/30/2022	5,533,095.59	
Balance	8/31/2022	7,177,972.27	
Decrease		(1,644,876.68)	
One month activity			
Transfer to 11469		(1,645,000.00)	
Interest/Mkt value received		123.32	
Decrease		(1,644,876.68)	
Acct 24016.			
Balance	9/30/2022	635,985.92	
Balance	8/31/2022	626,472.38	
Increase		9,513.54	
One month activity			
Interest/Mkt value received		(1,486.46)	
Transfer from 11469		11,000.00	
Increase		9,513.54	

2022			
Third Quarter 2022 Major account Activity			
acct 11469			
Balance	9/30/2022	4,057,258.20	
Balance	6/30/2022	5,600,889.36	
Decrease		(1,543,631.16)	
Three months activity			
Taxes received		587,009.67	
Interest/Mkt value received		13,215.49	
RDA received			
Transfer to Western Alliance		(846,561.48)	
Transfer to Bank of NY Mellon		(1,765,697.32)	
Transfer to Webster Bank		(273,532.37)	(2,885,791) Loan Prin and Int
Transfer to Butte		(867,065.15)	
Transfer from 11432		1,620,000.00	
Transfer to 24016		(11,000.00)	
Decrease		(1,543,631.16)	
Acct 11475			
Balance	9/30/2022	1,383,597.38	
Balance	6/30/2022	1,379,957.72	
Increase		3,639.66	
Three months activity			
Interest/Mkt value received		3,639.66	
Capital improvements received		0.00	
Increase		3,639.66	
Acct 11432			
Balance	9/30/2022	5,533,095.59	
Balance	6/30/2022	7,190,245.60	
Decrease		(1,657,150.01)	
Three months activity			
transfer to 11469		(1,620,000.00)	
transfer to 11475.		(51,000.00)	
Interest/Mkt value received		13,849.89	
Decrease		(1,657,150.11)	
Acct 24016.			
Balance	9/30/2022	635,985.92	
Balance	6/30/2022	574,170.82	
Increase		61,815.10	
Three months activity			
Transfer from 11432.		51,000.00	
Transfer from 11469		11,000.00	
Interest/Mkt value received		(184.90)	
Increase		61,815.10	

**PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT
September 30, 2022**

		<u>September 2022</u>	<u>August 2022</u>	<u>June 2022</u>			
CASH							
1-00-0103-100	Citizens - Checking	1,023,028.90	949,652.87	1,764,082.31			
1-00-0103-200	Citizens - Refund	-	333.29	-			
1-00-0103-300	Citizens - Merchant	205,972.14	239,038.67	224,687.86			
	Bank Total	1,229,001.04	1,189,024.83	1,988,770.17			
1-00-0110-000	PETTY CASH	300.00	300.00	300.00			
1-00-0115-000	CASH ON HAND	5,400.00	5,400.00	5,400.00			
	TOTAL CASH	1,234,701.04	1,194,724.83	1,994,470.17			
INVESTMENTS							
1-00-0135-000	Local Agency Investment Fund	Acct. Total	12,734.38	12,734.38			
1-00-0120-000	UBS Money Market Account General (SS 11469)			12,710.58			
	UBS USA Core Savings	250,000.00	514,548.05	1,034,654.50			
	UBS RMA Government Portfolio	365,338.19	742.51	77,713.49			
	Accrued interest	4,986.81	4,887.04	2,414.25			
		620,325.00	520,177.60	1,114,782.24			
US Government Securities							
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value	Market Value
912796U49	US Treasury Bill	09/15/2022			-	999,160.00	996,650.00
912796U31	US Treasury Bill	03/23/2023		250,000	245,652.50	245,957.50	245,705.00
91282CAX9	US Treasury Note	11/30/2022	0.125	1,000,000	995,160.00	993,400.00	990,900.00
91282CBU4	US Treasury Note	03/31/2023	0.125	300,000	294,504.00	294,669.00	-
91282CBX8	US Treasury Note	04/30/2023	0.125	500,000	488,790.00	489,530.00	488,770.00
				2,050,000	2,024,106.50	3,022,716.50	2,722,025.00
Certificates of Deposit							
	Issuer	Maturity Date	Rate	Face Value			
	Bank of India	09/19/2022	0.450		-	249,782.50	249,242.50
	Goldman Sachs bank	09/29/2022	0.300		-	99,855.00	99,621.00
1	Ally bank Midvale	10/17/2022	1.850	80,000	79,959.20	79,957.60	79,996.00
2	Goldman Sachs Bank	11/03/2022	0.150	150,000	149,605.50	149,409.00	149,079.00
3	BMW Bank	11/22/2022	1.800	200,000	199,628.00	199,688.00	199,856.00
4	UBS AG Stamford	12/02/2022	0.455	250,000	248,845.00	248,677.50	248,342.50
5	Servisfirst	02/21/2023	1.600	242,000	240,064.00	240,593.98	240,937.62
6	Encore Bank	02/24/2023	1.800	250,000	248,137.50	248,747.50	249,192.50
7	Safra National	04/28/2023	1.500	250,000	246,587.50	247,665.00	247,815.00
					1,422,000	1,412,826.70	1,764,376.08
	Acct. Total				4,057,258.20	5,307,270.18	5,600,889.36
1-00-1110-000	UBS Money Market Account Capital (SS 11475)						
	UBS Bank USA Dep acct				31,939.66	31,597.00	30,790.61
	UBS RMA Government Portfolio				3,168.24	2,271.32	736.62
					35,107.90	33,868.32	31,527.23
US Government Securities							
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value	Market Value
912796133	US Treasury Bill	02/23/2023		500,000	493,000.00	492,190.00	492,250.00
912828YW4	US Treasury Note	12/15/2022	1.625	500,000	498,495.00	498,300.00	498,225.00
				1,000,000	991,495.00	990,490.00	990,475.00
Certificates of Deposit							
	Issuer	Maturity Date	Rate	Face Value			
	Bank Hapoalim	07/22/2022	0.250		-	-	108,902.99
1	Customers Bank	01/30/2023	2.710	109,000	108,696.98	108,976.02	-
2	Medallion Bank	02/06/2023	1.600	250,000	248,297.50	248,737.50	249,052.50
					359,000	356,994.48	357,713.52
	Acct. Total				1,383,597.38	1,382,071.84	1,379,957.72

1-00-0125-000 UBS Access Account General (SS 11432)							
UBS Bank USA Dep acct					1,061,746.74	175,080.26	944,830.79
UBS RMA Government Portfolio					-	-	-
Accrued interest					8,976.41	11,392.58	9,322.31
					<u>1,070,723.15</u>	<u>186,472.84</u>	<u>954,153.10</u>
US Government Securities							
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value	Market Value
912796V22	US Treasury Bill	05/24/2022			-	-	-
912828XG0	US Treasury Note	06/30/2022	2.125		-	-	750,757.50
912796U49	US Treasury Bill	09/15/2022			-	1,748,530.00	1,743,980.00
9127965S34	US Treasury Bill	01/26/2023		750,000	741,915.00	740,775.00	-
912796U31	US Treasury Bill	03/23/2023		500,000	491,305.00	491,915.00	-
912803AZ6	US Treasury Bond	08/15/2022			-	-	499,055.00
912828YF1	US Treasury Note	09/15/2022	1.500		-	749,812.50	750,412.50
91282CBD2	US Treasury Note	12/31/2022	0.125	500,000	495,925.00	495,215.00	495,490.00
912828Z86	US Treasury Note	02/15/2023	1.375	500,000	495,530.00	495,800.00	498,240.00
					<u>2,250,000</u>	<u>2,224,675.00</u>	<u>4,722,047.50</u>
							<u>4,737,935.00</u>
Certificates of Deposit							
	Issuer	Maturity Date	Rate	Face Value			
	Comenity Bank	08/01/2022	0.350		-	-	240,319.20
	American Express Cent	08/22/2022	2.350		-	-	124,101.68
	Citizens State Bank	08/30/2022	0.100		-	-	223,357.12
	Fidelity Bank	09/29/2022	0.500		-	199,742.00	199,344.00
1	State Bank of India	12/09/2022	0.250	250,000	248,592.50	248,415.00	248,010.00
2	Cadence Bank	12/19/2022	1.200	250,000	248,872.50	248,945.00	248,975.00
3	Western Alliance	12/22/2022	1.650	250,000	249,075.00	249,260.00	249,490.00
4	Israel Discount Bank	12/27/2022	1.150	200,000	198,956.00	199,042.00	199,066.00
5	Apple Bank	01/17/2023	2.050	229,000	228,045.07	228,429.79	-
6	BLC Community	02/28/2023	0.800	150,000	148,224.00	148,486.50	148,510.50
7	Barclays Bank	04/27/2023	1.150	200,000	197,236.00	198,112.00	198,252.00
8	Toyota Financial Svg Bk	05/01/2023	1.550	175,000	172,614.75	173,390.00	173,502.00
9	CommunityWide Fed	08/30/2023	3.000	188,000	186,178.28	187,721.76	-
10	Leaders Credit	08/30/2023	3.100	188,000	186,341.84	187,907.88	-
11	Wasatch Peaks	09/07/2023	3.200	175,000	173,561.50	-	-
					<u>2,255,000</u>	<u>2,237,697.44</u>	<u>2,269,451.93</u>
							<u>2,252,927.50</u>
					Acct. Total	5,533,095.59	7,177,972.27
							7,945,015.60
Total Managed Accounts					10,986,685.55	13,880,048.67	14,938,573.26
1-00-1121-000 UBS Rate Stabilization Fund (SS 24016) - District Restricted							
UBS Bank USA Dep acct					4,446.86	250,675.21	84,638.79
UBS RMA Government Portfolio					-	-	-
Accrued interest					1,359.78	2,997.20	1,776.32
					<u>5,806.64</u>	<u>253,672.41</u>	<u>86,415.11</u>
Certificates of Deposit							
	Issuer	Maturity Date	Rate	Face Value			
	Beal Bank	08/31/2022	0.400		-	-	198,520.41
	Capitol One	09/27/2022	2.300		-	239,031.07	239,286.80
1	Raymond James Bank	11/28/2022	1.750	50,000	49,891.50	49,907.50	49,948.50
2	Cross River Bank	11/29/2022	1.850	84,000	83,825.28	83,861.40	-
3	TTCU Fed Credit Union	11/29/2022	3.250	250,000	247,965.00	-	-
4	Sandy Spring Bank	11/29/2022	3.500	250,000	248,497.50	-	-
					<u>634,000</u>	<u>630,179.28</u>	<u>487,755.71</u>
							<u>574,170.82</u>
					Acct. Total	635,985.92	626,472.38
							574,170.82
TOTAL CASH AND INVESTMENTS					12,857,372.51	15,701,245.88	17,507,214.25
					(2,474,645.82)		
1-00-1135-000 2018A Bonds - Project Funds (BNY Mellon)							
Construction Funds					-	-	272.84
Issuance Funds					-	-	12,530.15
							<u>12,802.99</u>
1-00-1137-000 2021A Bonds - Project Funds (BNY Mellon)							
Construction Funds					6,738,176.53	7,249,281.32	7,771,736.93
					<u>6,738,176.53</u>	<u>7,249,281.32</u>	<u>7,771,736.93</u>

PALMDALE WATER DISTRICT
2022 Cash Flow Report (Based on Nov. 8, 2021 Adopted Budget)

	December 2021	January	February	March	April	May	June	July	August	September	October	November	December	YTD	Budget 2022 Carryover Information
Total Cash Beginning Balance (BUDGET)	8,067,984	14,615,595	10,956,032	11,073,711	9,199,205	10,989,695	11,414,389	10,746,726	10,169,877	10,356,760	7,864,417	7,941,244	8,067,984		
Total Cash Beginning Balance	11,142,539	14,615,595	14,772,733	13,192,702	11,633,309	14,601,061	15,810,308	16,752,444	15,332,018	15,701,246	12,857,373	12,448,000	11,381,107		
Budgeted Water Receipts	2,417,183	2,323,924	2,057,244	2,165,186	2,358,847	2,669,973	2,879,507	3,130,313	3,301,750	3,216,032	3,000,148	2,412,818	2,231,856	31,747,600	
Water Receipts	2,359,894	2,262,336	2,090,866	2,590,259	2,490,400	2,563,775	2,765,776	2,678,462	3,108,424	2,933,752	2,922,148	2,334,818	2,153,856	30,894,872	
DWR Refund (Operational Related)					645									645	
RWA Agreement (AV Watermaster/AVSWCA)									171,833					171,833	
Other					61,269		59,104							120,373	
Total Operating Revenue (BUDGET)														-	
Total Operating Revenue (ACTUAL)	2,359,894	2,262,336	2,090,866	2,590,259	2,552,314	2,563,775	2,824,880	2,678,462	3,280,257	2,933,752	2,922,148	2,334,818	2,153,856	31,187,723	
Total Operating Expenses excl GAC (BUDGET)	(1,847,964)	(2,303,299)	(1,987,438)	(1,950,265)	(1,966,975)	(2,330,829)	(2,298,962)	(2,471,428)	(2,496,251)	(2,446,230)	(2,484,948)	(2,169,086)	(1,876,268)	(26,781,979)	
GAC (BUDGET)	(151,000)				(132,000)		(90,000)		(132,000)	(132,000)		(132,000)	(132,000)	(750,000)	
Operating Expenses excl GAC (ACTUAL)	(1,970,692)	(2,275,464)	(2,727,679)	(2,397,547)	(1,723,987)	(1,975,651.68)	(1,888,888)	(2,398,614)	(2,735,775)	(2,379,562)	(2,349,948)	(2,124,086)	(1,822,268)	(26,799,468)	
Mojave Water Agency - Carryover Water Purchase			(999,800)											(999,800)	
Littlerock Dam - Sediment Removal		(31,093)	(33,501)	(34,095)	(4,102)	(12,434)	(11,346)	(19,048)		(10,366)	(638,138)	(1,000,000)	(1,000,000)	(2,794,123)	(140,000)
GAC			(145,200)						(145,200)			(145,200)		(435,600)	(435,600)
Prepaid Insurance (paid)/refunded														-	
Total Operating Expense (ACTUAL)	(1,970,692)	(2,306,557)	(3,906,180)	(2,431,641)	(1,728,089)	(1,988,086)	(1,900,234)	(2,417,662)	(2,880,975)	(2,389,927)	(2,988,086)	(3,269,286)	(2,822,268)	(31,028,992)	
Non-Operating Revenue:															
Assessments, net (BUDGET)	2,620,560	674,120	313,120	33,440	2,029,960	779,000	22,040	116,280	186,960	-	-	127,680	3,317,400	7,600,000	
Actual/Projected Assessments, net	3,317,569	868,573	443,715	37,792	2,599,188	836,126	37,590	344,492	224,253	-	-	127,680	3,317,400	8,836,809	
Asset Sale/Unencumbered Money (Taxes)									18,265					18,265	
RDA Pass-through (Successor Agency)		322,456					514,142							836,598	
Interest	11,374	12,275	12,141	10,139	6,839	8,540	8,854	8,749	8,331	8,611	10,833	10,833	10,833	116,979	
Market Adjustment	(15,884)	(19,098)	(17,524)	(21,552)	(12,657)	(2,641)	(25,301)	(1,623)	13,345	(6,434)				(93,484)	
Grant Re-imbursment	57,815	57,815	3,472	410,983								50,000		522,270	1,100,000
Capital Improvement Fees - Infrastructure		10,544	135,000	324,002	15,687									485,233	
Capital Improvement Fees - Water Supply		24,102	315,000	743,712	8,604									1,091,418	
DWR Refund (Capital Related)					100,283	113,796					34,978			249,057	
Other	1,245	248	0	236	4,578	-	48,443	2	3,056	(51,107)				5,456	
Total Non-Operating Revenues (BUDGET)														-	
Total Non-Operating Revenues (ACTUAL)	3,372,119	1,276,915	891,804	1,505,312	2,722,522	955,821	583,728	351,620	267,249	(48,929)	45,811	188,513	3,328,233	12,068,600	
Non-Operating Expenses:															
Budgeted Capital Expenditures	(199,044)	(208,910)	(208,910)	(208,910)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(60,000)	(22,579)	(1,129,310)	
Budgeted Capital Expenditures (Committed During Year)														-	
Actual/Projected Capital Expenditures	(51,316)	(3,317)	(394,448)	(289,903)	(316,729)	(60,246)	(302,157)	(193,667)	(34,617)	(136,826)	(125,000)	(35,500)		(1,892,412)	(625,000)
Land Purchase (Groundwater Augmentation Pilot)														-	
Const. of Monitoring Wells/Test Basin (Water Supply)														-	
Meter Exchange Project (Meters Purchased)														-	
SWP Capitalized	(232,718)	(955,655)	(246,267)	(268,319)	(246,267)	(246,267)	(246,267)	(955,653)	(246,267)	(275,407)	(246,267)	(246,266)	(246,266)	(4,425,168)	
Investment in PRWA (Suspended Contribution for 2021)				(3,558)	(250)							(21,192)		(25,000)	
Butte County Water Transfer				(884,500)				(867,065)						(999,723)	
Bond Payments - Interest				(1,116,149)						(1,037,615)				(2,153,763)	
Principal				(645,198)						(1,870,941)				(2,516,139)	
Capital leases - Holman Capital (2017 Lease)		(89,477)												(89,477)	
Capital leases - Enterprise FM Trust (Vehicles)		(22,534)	(11,267)	(11,267)	(11,267)	(11,267)	(13,330)	(11,977)	(11,937)	(13,496)	(13,496)	(13,496)	(13,496)	(158,830)	
Capital leases - Wells Fargo (Printers)	(4,231)	(4,573)	(4,538)	(4,428)	(4,483)	(4,483)	(4,483)	(4,483)	(4,483)	(4,483)	(4,483)	(4,483)	(4,483)	(53,889)	
Total Non-Operating Expenses (ACTUAL)	(288,265)	(1,075,556)	(656,521)	(3,223,322)	(578,997)	(322,263)	(566,237)	(2,032,846)	(297,304)	(3,338,768)	(389,246)	(320,937)	(1,263,968)	(14,065,966)	
Total Cash Ending Balance (BUDGET)	9,990,449	10,956,032	11,073,711	9,199,205	10,989,695	11,414,389	10,746,726	10,169,877	10,356,760	7,864,417	7,941,244	8,067,984	9,990,449		
Total Cash Ending Balance (ACTUAL)	14,615,595	14,772,733	13,192,702	11,633,309	14,601,061	15,810,308	16,752,444	15,332,018	15,701,246	12,857,373	12,448,000	11,381,107	12,776,961		
	9,990,449													Budget	12,090,613
	4,625,146													Difference	686,348
														Adj. Difference	585,748
2021 Cash Ending Balance (ACTUAL)		10,705,394	10,483,186	8,183,565	10,204,829	12,061,674	13,091,712	11,805,571	13,001,151	11,308,777	11,248,646	11,142,539	14,615,595		

Indicates actual expenditures/revenues:
 Indicates anticipated expenditures/revenues:

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM 8.1.b – STATUS REPORT ON FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR SEPTEMBER 2022. (FINANCE MANAGER HOFFMEYER)*

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending September 30, 2022. Also included are individual departmental budget reports.

This is the 9th month of the District’s Budget Year 2022. Historical trends for the District have our revenues at 75.9% and expenses are 75.3%. This would typically be 75.0% for traditional budgetary percentages. Currently, we are slightly below for both operating revenues and expenses. Please refer to diagram A for a graphical representation of this information.

Balance Sheet:

- Pages 1 and 2 are the balance sheet for the 9-month period and a graphic presentation of Assets, Liabilities, and Net Position on September 30, 2022. In addition, we are showing the annual quarterly comparison on pages 1A and 1B.
- The month-to-month change in the balance sheet was \$748 thousand between August/September. Under the Assets portion, this is shown as a decrease in investments of \$2.88 million (highlighted yellow) and this coincides with our debt service payments that come due on October 1. The offsetting entries on the liability side were interest payable and loan/bond payable in the current portion. The next portion is related to capital assets (highlighted orange) showing an increase of \$3.15 million, and this was related to the addition of two Tesla backup battery systems at the 3M and 45th Street booster sites. This was a capital contribution to the District and is shown on the liability side under the Net Position section.
- Page 1A has two areas highlighted for review. Item 1 (highlighted blue) shows the accounting related to accounts receivable – property taxes and assessments. This was discussed in depth during our August financial reporting. Item 2 (highlighted yellow) on the Non-Current Assets relates to the above reference of asset additions. This also includes spending of the bond funds for various projects with the decrease in restricted cash and additional increases to capital assets.
Page 1B has three areas highlighted with item 1 (highlighted blue) being the offset for a portion of the asset side (1A). Item 2 (highlighted yellow) is the decrease in outstanding loan/bond payable. This is the principal amount that coincides with the bond payments due April 1 and October 1 each year. Item 3 (highlighted orange) is related to the accounting from the audit realizing the net changes in pension and OPEB obligations related to GASB 68/75.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis D. LaMoreaux, General Manager -2-

October 18, 2022

Profit/Loss Statement:

- Page 3 is our consolidated profit and loss statement trending for the nine months. Also, included in your packet is page 3A showing the quarterly comparison year-to-year.
- Operating revenues are slightly below historical averages at 74.3%.
- The District's operating expenses are below historical averages at 70.8%.
- The same departments are remaining above historical averages and are highlighted in yellow. Facilities and Finance remain above historical averages at 90.9% and 81.8%, respectively. The Operations department (not highlighted), as reported last month, is only slightly above at 77.0%.
- Page 3A is only for reference this month, and year-to-year revenue is only 2.3% less compared to the same period in 2021 while operating expense is 15.7% less.
- Pages 4 and 5 show the P&L in various graphic forms using major report category totals. On page 4, there is the addition of a trendline on the departmental – budget vs. actual only for reference purposes.

Department Indicators:

- For the Facilities Department, most of the increased expenses are related to power costs and currently sit at 145.0% Natural Gas – Wells & Boosters and 179.4% for Electricity – Wells & Boosters account. There are several other accounts that are above historical averages, and those are mainly due to increased costs running 10% higher (blended).
- For the Operations Department, most of the increased expenses are related to power costs and currently sit at 137.9% for Electricity – WTP. Chemical costs are also starting to rise, and surcharges for fuel are now included as well as price increases for certain chemicals used during the treatment process.
- For the Finance Department, increase remains related to the Telecommunications – Office account at 139.2% and Personnel Expenses combined at 81.4%.
- One item that is trending higher in all departments is healthcare-related benefits. Analysis shows part of the associated costs related to the employer HSA funding was omitted from this budget item.

Departments:

- Pages 6 through 16 are detailed individual departmental budgets for your review.

Non-Cash and Terminology Definitions:

GASB: Government Accounting Standards Board (GASB) is a private non-governmental organization that creates accounting reporting standards, or generally accepted accounting principles (GAAP), for state and local governments in the United States.

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

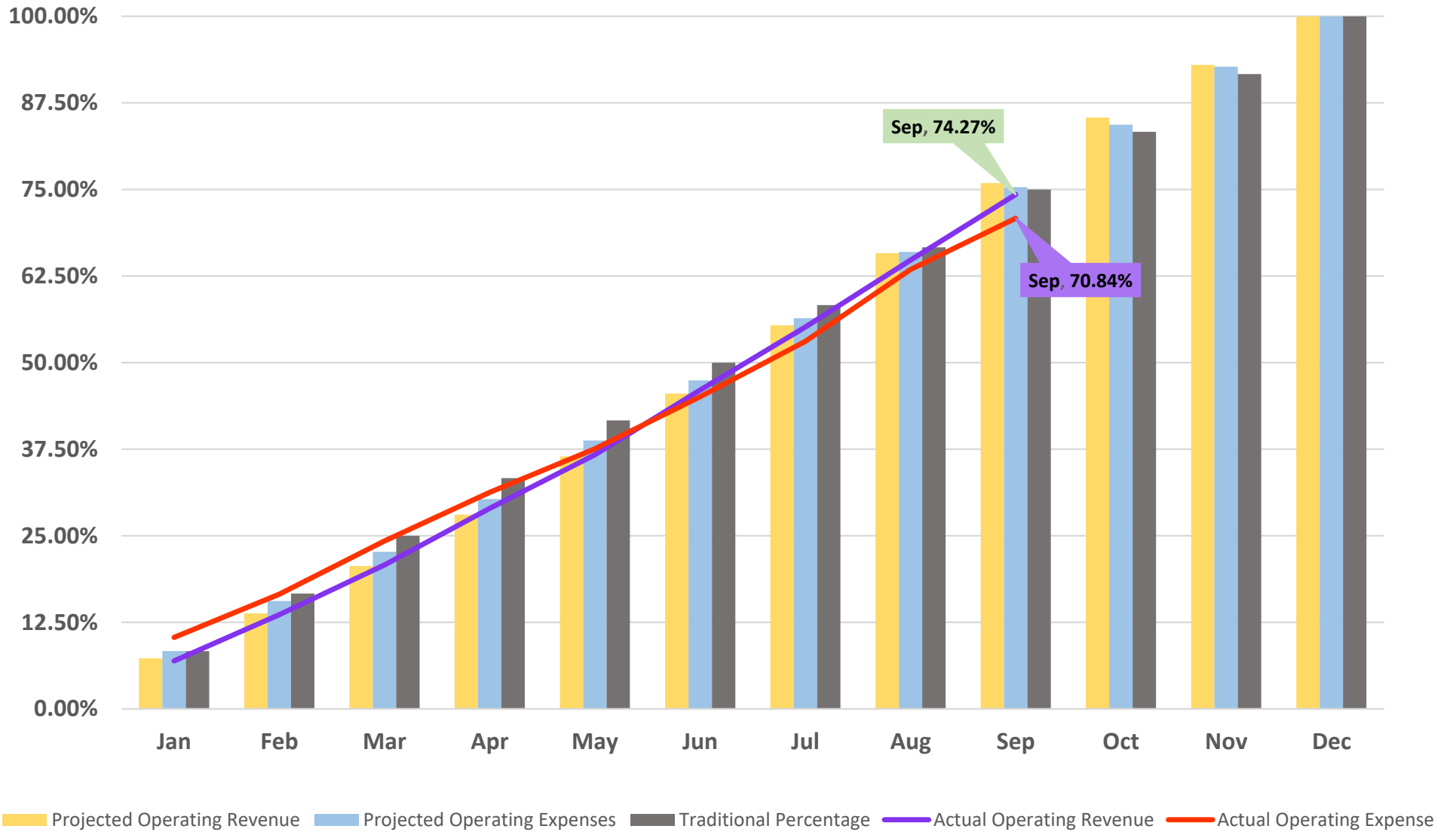
OPEB Accrual Expense: Other Post-Employment Benefits (OPEB) is the recognized annual required contribution to the benefit. The amount is actuarially determined in accordance with the parameters of GASB 45. The amount represents a level of funding that, if paid on an ongoing basis, is projected to cover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



**Palmdale Water District
Balance Sheet Report**

	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	July 2022	August 2022	September 2022	October 2022	November 2022	December 2022
ASSETS													
Current Assets:													
Cash and cash equivalents	\$ 1,874,769	\$ 817,351	\$ 349,068	\$ 869,650	\$ 1,217,376	\$ 1,611,630	\$ 1,994,470	\$ 1,089,668	\$ 1,194,725	\$ 1,234,701			
Investments	12,708,681	13,955,381	12,843,634	10,763,659	13,381,185	14,198,678	14,757,974	14,242,350	14,506,521	11,622,671			
Accrued interest receivable	32,152	-	-	-	-	-	-	-	-	-			
Accounts receivable - water sales and services, net	2,593,730	2,561,766	2,608,119	2,361,636	2,438,801	2,358,430	2,535,271	2,776,774	2,784,244	2,852,042			
Accounts receivable - property taxes and assessments	4,374,275	3,505,701	3,061,987	3,024,194	425,006	-	-	7,855,508	8,974,225	8,974,225			
Accounts receivable - other	161,549	531,541	532,968	104,760	96,122	90,972	81,867	81,867	78,662	78,662			
Materials and supplies inventory	1,894,031	1,903,845	1,917,448	1,923,454	1,909,658	1,903,393	1,902,339	1,906,022	1,898,252	1,895,481			
Prepaid items and other deposits	841,486	528,624	498,170	467,716	437,260	406,804	415,907	502,096	528,892	494,263			
Total Current Assets	\$ 24,480,673	\$ 23,804,210	\$ 21,811,394	\$ 19,515,069	\$ 19,905,408	\$ 20,569,907	\$ 21,687,829	\$ 28,454,286	\$ 29,965,521	\$ 27,152,046			
Non-Current Assets:													
Restricted - cash and cash equivalents	\$ 11,030,099	\$ 10,973,524	\$ 10,506,889	\$ 10,187,732	\$ 8,655,676	\$ 8,282,466	\$ 7,794,309	\$ 7,556,285	\$ 7,259,051	\$ 6,738,194			
Investment in Palmdale Recycled Water Authority	2,201,548	2,201,548	2,201,548	2,201,548	2,201,548	2,201,548	2,202,482	2,202,482	2,202,482	2,202,482			
Capital assets - not being depreciated	10,963,834	11,446,548	11,694,857	12,289,033	14,143,249	14,875,648	15,136,705	15,453,242	15,873,727	16,428,026			
Capital assets - being depreciated, net	157,172,808	157,366,566	156,850,934	156,753,983	156,237,712	155,724,357	155,687,018	156,747,710	156,231,949	158,825,298			
Total Non-Current Assets	\$ 181,368,290	\$ 181,988,186	\$ 181,254,229	\$ 181,432,296	\$ 181,238,184	\$ 181,084,018	\$ 180,820,514	\$ 181,959,719	\$ 181,567,209	\$ 184,194,000			
TOTAL ASSETS	\$ 205,848,963	\$ 205,792,396	\$ 203,065,623	\$ 200,947,365	\$ 201,143,592	\$ 201,653,925	\$ 202,508,344	\$ 210,414,005	\$ 211,532,730	\$ 211,346,047			
DEFERRED OUTFLOWS OF RESOURCES:													
Deferred loss on debt defeasance, net	\$ 4,049,130	\$ 4,036,073	\$ 4,023,015	\$ 3,461,457	\$ 3,448,400	\$ 3,435,342	\$ 3,422,284	\$ 3,409,227	\$ 3,396,169	\$ 2,834,611			
Deferred outflows of resources related to pensions	5,406,803	5,406,803	5,406,803	5,406,803	5,406,803	5,406,803	5,023,432	5,023,432	5,023,432	5,023,432			
Total Deferred Outflows of Resources	\$ 9,455,933	\$ 9,442,876	\$ 9,429,818	\$ 8,868,260	\$ 8,855,203	\$ 8,842,145	\$ 8,445,716	\$ 8,432,659	\$ 8,419,601	\$ 7,858,043			
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 215,304,896	\$ 215,235,272	\$ 212,495,441	\$ 209,815,625	\$ 209,998,795	\$ 210,496,070	\$ 210,954,060	\$ 218,846,664	\$ 219,952,331	\$ 219,204,090			
LIABILITIES AND NET POSITION													
Current Liabilities:													
Accounts payable and accrued expenses	\$ 2,788,444	\$ 4,479,270	\$ 1,658,247	\$ 650,468	\$ 693,842	\$ 646,394	\$ 837,345	\$ 601,203	\$ 951,233	\$ 422,683			
Customer deposits for water service	3,392,974	2,925,706	2,904,694	2,916,155	2,918,599	2,937,352	2,888,758	2,877,601	2,890,371	2,929,319			
Construction and developer deposits	1,636,000	1,636,733	1,636,733	1,636,733	1,644,733	1,637,376	1,637,376	1,637,376	1,637,376	1,637,376			
Accrued interest payable	561,941	749,254	936,568	-	173,478	346,957	520,435	693,913	867,391	-			
Long-term liabilities - due in one year:													
Compensated absences	506,112	506,112	506,112	498,198	517,699	531,977	531,977	531,372	497,730	513,892			
Rate Stabilization Fund	560,000	560,000	560,000	560,000	560,000	560,000	560,000	560,000	560,000	560,000			
Capital lease payable	88,250	-	-	-	-	-	-	-	-	-			
Loan payable	1,300,396	1,300,396	1,300,396	655,198	655,198	655,198	655,198	655,198	655,198	-			
Revenue bonds payable	1,022,913	1,215,743	1,215,743	1,215,743	1,215,743	1,215,743	1,215,743	1,215,743	1,202,766	-			
Total Current Liabilities	\$ 11,857,031	\$ 13,373,214	\$ 10,718,493	\$ 8,132,495	\$ 8,379,292	\$ 8,530,997	\$ 8,846,833	\$ 8,772,407	\$ 9,262,064	\$ 6,063,270			
Non-Current Liabilities:													
Long-term liabilities - due in more than one year:													
Compensated absences	\$ 168,704	\$ 168,704	\$ 168,704	\$ 166,066	\$ 172,566	\$ 177,326	\$ 177,326	\$ 177,124	\$ 165,910	\$ 171,297			
Capital lease payable	-	-	-	-	-	-	-	-	-	-			
Loan payable	5,420,020	5,405,985	5,391,950	5,377,915	5,363,880	5,349,846	5,335,811	5,321,776	5,307,741	5,293,706			
Revenue bonds payable	63,877,021	63,684,191	63,684,191	63,684,191	63,684,191	63,684,191	63,684,191	63,684,191	63,684,191	63,684,191			
Net other post employment benefits payable	17,630,436	17,727,900	17,702,460	17,929,506	18,025,460	18,123,951	13,343,879	13,442,370	13,540,411	13,639,495			
Aggregate net pension liability	11,573,771	11,573,771	11,573,771	11,573,771	11,573,771	11,573,771	6,056,636	6,056,636	6,056,636	6,056,636			
Total Non-Current Liabilities	\$ 98,669,952	\$ 98,560,551	\$ 98,521,076	\$ 98,731,449	\$ 98,819,868	\$ 98,909,084	\$ 88,597,843	\$ 88,682,097	\$ 88,754,889	\$ 88,845,326			
Total Liabilities	\$ 110,526,983	\$ 111,933,765	\$ 109,239,568	\$ 106,863,944	\$ 107,199,161	\$ 107,440,081	\$ 97,444,675	\$ 97,454,504	\$ 98,016,954	\$ 94,908,596			
DEFERRED INFLOWS OF RESOURCES:													
Unearned property taxes and assessments	\$ 4,100,000	\$ 3,416,667	\$ 2,733,333	\$ 2,050,000	\$ 1,366,667	\$ 683,333	\$ -	\$ 7,516,667	\$ 7,166,667	\$ 6,450,000			
Deferred inflows of resources related to pensions	1,299,999	1,299,999	1,299,999	1,299,999	1,299,999	1,299,999	10,699,946	10,699,946	10,699,946	10,699,946			
Total Deferred Inflows of Resources	\$ 5,399,999	\$ 4,716,666	\$ 4,033,332	\$ 3,349,999	\$ 2,666,666	\$ 1,983,332	\$ 10,699,946	\$ 18,216,613	\$ 17,866,613	\$ 17,149,946			
NET POSITION:													
Profit/(Loss) from Operations	\$ 2,631,455	\$ (698,913)	\$ (61,214)	\$ 289,970	\$ 829,274	\$ 1,768,961	\$ 2,892,430	\$ 3,258,539	\$ 4,151,756	\$ 7,228,540			
Restricted for investment in Palmdale Recycled Water Authority	2,216,939	2,201,548	2,205,106	2,205,106	2,205,106	2,205,356	2,206,290	2,212,076	2,212,076	2,212,076			
Unrestricted	94,529,520	97,082,206	97,078,648	97,106,607	97,098,589	97,098,339	97,710,719	97,704,932	97,704,932	97,704,932			
Total Net Position	\$ 99,377,914	\$ 98,584,841	\$ 99,222,540	\$ 99,601,682	\$ 100,132,969	\$ 101,072,657	\$ 102,809,438	\$ 103,175,547	\$ 104,068,764	\$ 107,145,548			
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$ 215,304,896	\$ 215,235,272	\$ 212,495,441	\$ 209,815,625	\$ 209,998,795	\$ 210,496,070	\$ 210,954,060	\$ 218,846,664	\$ 219,952,331	\$ 219,204,090			

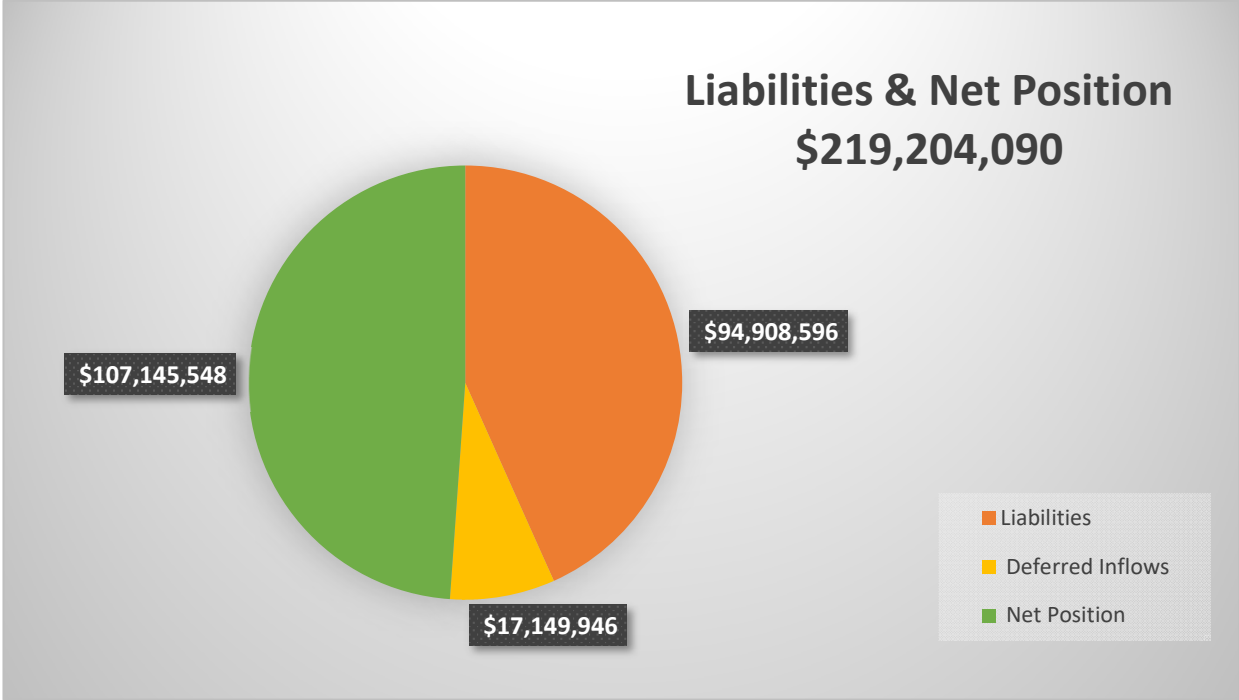
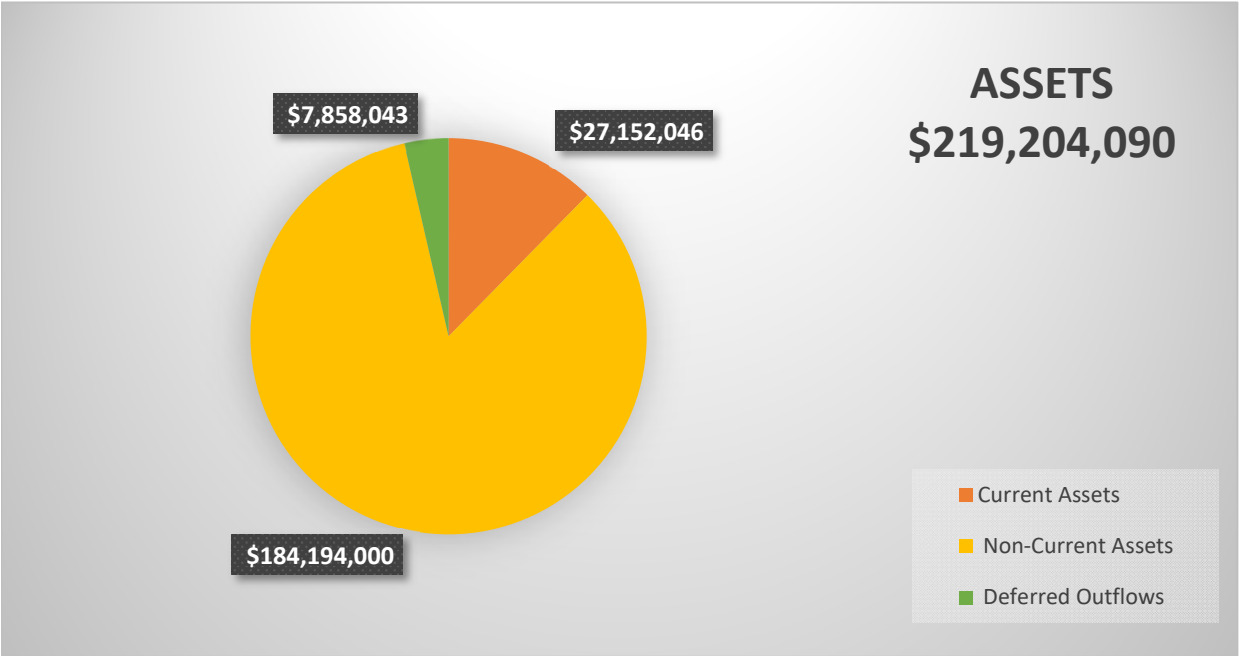
**Palmdale Water District
Balance Sheet Report
Annual Quarterly Comparison**

	September 2022	September 2021	Net Annual Change
ASSETS			
Current Assets:			
Cash and cash equivalents	\$ 1,234,701	\$ 280,414	\$ 954,287
Investments	11,622,671	11,028,364	594,308
Accrued interest receivable	-	-	-
Accounts receivable - water sales and services, net	2,852,042	3,428,695	(576,653)
Accounts receivable - property taxes and assessments	8,974,225	6,784,711	2,189,514
Accounts receivable - other	78,662	59,120	19,542
Materials and supplies inventory	1,895,481	1,326,542	568,939
Prepaid items and other deposits	494,263	432,590	61,673
Total Current Assets	\$ 27,152,046	\$ 23,340,436	\$ 3,811,610
Non-Current Assets:			
Restricted - cash and cash equivalents	\$ 6,738,194	\$ 11,824,914	\$ (5,086,720)
Investment in Palmdale Recycled Water Authority	2,202,482	2,201,548	934
Capital assets - not being depreciated	16,428,026	26,561,775	(10,133,749)
Capital assets - being depreciated, net	158,825,298	139,639,339	19,185,959
Total Non-Current Assets	\$ 184,194,000	\$ 180,227,576	\$ 3,966,424
TOTAL ASSETS	\$ 211,346,047	\$ 203,568,013	\$ 7,778,034
DEFERRED OUTFLOWS OF RESOURCES:			
Deferred loss on debt defeasance, net	\$ 2,834,611	\$ 4,088,304	\$ (1,253,693)
Deferred outflows of resources related to pensions	5,023,432	5,406,803	(383,371)
Total Deferred Outflows of Resources	\$ 7,858,043	\$ 9,495,107	\$ (1,637,064)
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 219,204,090	\$ 213,063,119	\$ 6,140,970

**Palmdale Water District
Balance Sheet Report
Annual Quarterly Comparison**

	<u>September 2022</u>	<u>September 2021</u>	<u>Net Annual Change</u>
LIABILITIES AND NET POSITION			
Current Liabilities:			
Accounts payable and accrued expenses	\$ 422,683	\$ 602,375	\$ (179,692)
Customer deposits for water service	2,929,319	2,991,237	(61,919)
Construction and developer deposits	1,637,376	1,622,440	14,936
Accrued interest payable	-	-	-
Long-term liabilities - due in one year:			
Compensated absences	513,892	500,327	13,565
Rate Stabilization Fund	560,000	460,000	100,000
Capital lease payable	-	-	-
Loan payable	-	-	-
Revenue bonds payable	-	-	-
Total Current Liabilities	\$ 6,063,270	\$ 6,176,380	\$ (113,110)
Non-Current Liabilities:			
Long-term liabilities - due in more than one year:			
Compensated absences	\$ 171,297	\$ 166,776	\$ 4,522
Capital lease payable	-	88,250	(88,250)
Loan payable	5,293,706	6,762,520	(1,468,814)
Revenue bonds payable	63,684,191	64,899,934	(1,215,743)
Net other post employment benefits payable	13,639,495	17,347,814	(3,708,319)
Aggregate net pension liability	6,056,636	11,573,771	(5,517,135)
Total Non-Current Liabilities	\$ 88,845,326	\$ 100,839,065	\$ (11,993,739)
Total Liabilities	\$ 94,908,596	\$ 107,015,445	\$ (12,106,849)
DEFERRED INFLOWS OF RESOURCES:			
Unearned property taxes and assessments	\$ 6,450,000	\$ 4,950,000	\$ 1,500,000
Deferred inflows of resources related to pensions	10,699,946	1,299,999	9,399,947
Total Deferred Inflows of Resources	\$ 17,149,946	\$ 6,249,999	\$ 10,899,947
NET POSITION:			
Profit/(Loss) from Operations	\$ 7,228,540	\$ 3,051,216	\$ 4,177,323
Restricted for investment in Palmdale Recycled Water Authority	2,212,076	2,214,951	(2,874)
Unrestricted	97,704,932	94,531,509	3,173,423
Total Net Position	\$ 107,145,548	\$ 99,797,676	\$ 7,347,872
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$ 219,204,090	\$ 213,063,119	\$ 6,140,970

BALANCE SHEET AS OF SEPTEMBER 30, 2022



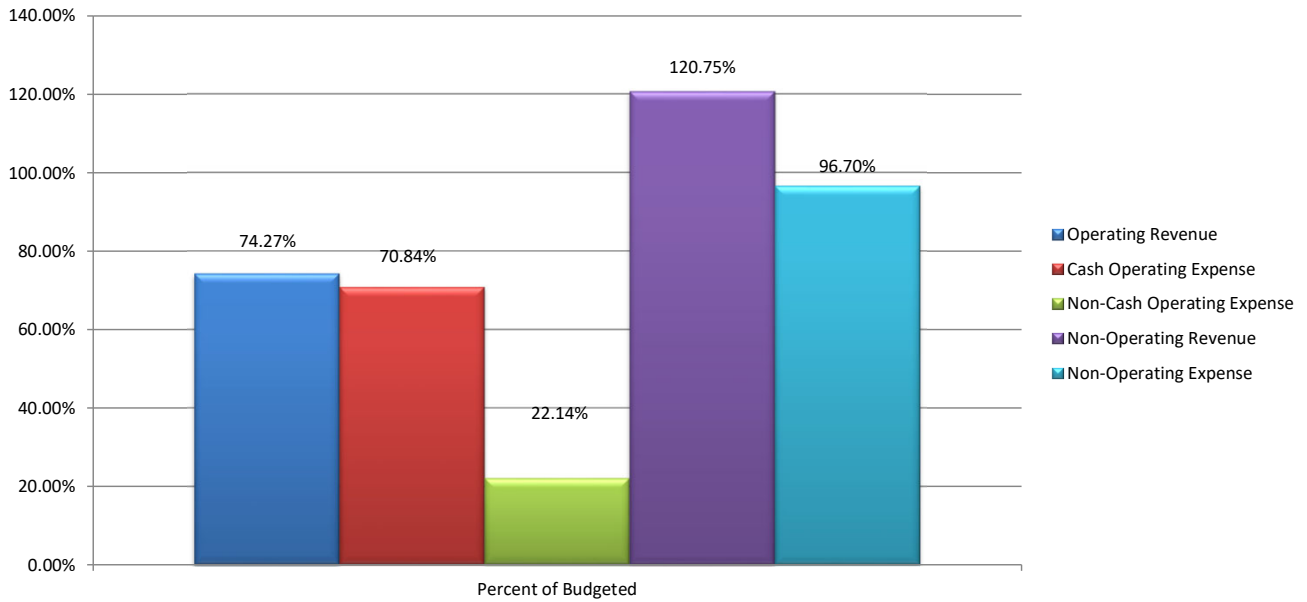
Palmdale Water District
Consolidated Profit and Loss Statement
For the Nine Months Ending 9/30/2022

	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:																
Wholesale Water	\$ 28,297	\$ 8,323	\$ 24,656	\$ 28,508	\$ 43,169	\$ 49,427	\$ 43,782	\$ 57,511	\$ 2,319				\$ 285,993	\$ 500,000	57.20%	
Water Sales	652,212	618,278	700,369	857,668	855,775	1,115,196	1,206,823	1,321,938	1,326,590				8,654,848	12,615,350	68.61%	
Meter Fees	1,393,717	1,395,619	1,397,264	1,401,046	1,402,024	1,404,858	1,402,456	1,404,630	1,403,996				12,605,611	16,490,000	76.44%	
Water Quality Fees	36,078	35,010	41,265	50,416	50,661	62,224	65,697	70,190	67,973				479,513	851,700	56.30%	
Elevation Fees	18,074	18,371	22,249	28,861	28,598	36,617	41,405	41,667	40,590				276,432	390,550	70.78%	
Other	70,275	48,613	103,741	240,527	92,092	216,547	87,310	143,718	93,561				1,096,384	900,000	121.82%	
Drought Surcharge	-	-	-	-	-	36,470	41,928	48,256	54,896				181,550	-	-	
Total Operating Revenue	\$ 2,198,653	\$ 2,124,214	\$ 2,289,544	\$ 2,607,026	\$ 2,472,319	\$ 2,921,338	\$ 2,889,401	\$ 3,087,912	\$ 2,989,923	\$ -	\$ -	\$ -	\$ 23,580,330	\$ -	\$ 31,747,600	74.27%
Cash Operating Expenses:																
Directors	\$ 7,019	\$ 14,476	\$ 12,360	\$ 7,417	\$ 13,349	\$ 14,182	\$ 12,493	\$ 12,674	\$ 13,048				\$ 107,017	\$ 162,914	65.69%	
Administration-Services	150,148	154,556	232,203	168,985	170,893	199,401	194,258	247,826	165,612				1,683,881	2,263,006	74.41%	
Administration-District	88,115	185,791	255,840	171,735	216,048	271,248	174,518	161,037	151,815				1,676,148	2,420,929	69.24%	
Engineering	115,367	126,954	176,106	126,012	123,530	122,554	147,006	181,012	119,439				1,237,981	1,667,211	74.25%	
Facilities	620,490	531,752	661,950	642,579	574,683	636,558	638,845	894,399	503,257				5,704,513	6,278,142	90.86%	
Operations	157,312	206,139	361,014	307,313	241,455	301,782	476,460	416,200	285,625				2,753,300	3,578,644	76.94%	
Finance	150,924	137,652	188,858	150,003	133,374	134,174	164,987	183,625	143,857				1,387,453	1,696,930	81.76%	
Water Use Efficiency	20,213	18,905	26,771	20,521	21,453	21,796	29,598	33,826	20,496				213,579	406,847	52.50%	
Human Resources	20,015	34,269	41,882	52,036	38,496	30,454	32,331	58,856	32,190				340,529	535,607	63.58%	
Information Technology	242,304	179,381	132,500	89,719	120,505	100,583	109,805	198,378	116,945				1,290,119	1,825,946	70.65%	
Customer Care	116,099	109,834	156,937	113,245	113,327	109,166	124,422	158,477	115,241				1,116,746	1,454,576	76.77%	
Source of Supply-Purchased Water	1,005,037	83,300	(21,183)	9,590	83,745	201,360	227,447	(18,634)	59,386				1,630,047	3,402,922	47.90%	
Plant Expenditures	57,471	-	-	-	-	-	-	7,350	-				64,822	488,305	13.27%	
Sediment Removal Project	34,095	-	16,536	4,492	57,598	20,251	1,461	17,091	-				151,524	600,000	25.25%	
GAC Filter Media Replacement	-	-	-	-	-	145,200	-	-	-				145,200	750,000	19.36%	
Total Cash Operating Expenses	\$ 2,784,608	\$ 1,783,009	\$ 2,241,773	\$ 1,863,646	\$ 1,908,457	\$ 2,308,708	\$ 2,333,631	\$ 2,552,118	\$ 1,726,910	\$ -	\$ -	\$ -	\$ 19,502,859	\$ -	\$ 27,531,979	70.84%
Net Cash Operating Profit/(Loss)	\$ (585,956)	\$ 341,205	\$ 47,771	\$ 743,380	\$ 563,863	\$ 612,630	\$ 555,770	\$ 535,794	\$ 1,263,014	\$ -	\$ -	\$ -	\$ 4,077,471	\$ -	\$ 4,215,621	96.72%
Non-Cash Operating Expenses:																
Depreciation	\$ 427,878	\$ 427,878	\$ 430,448	\$ 428,516	\$ 425,598	\$ 428,001	\$ 428,001	\$ 428,001	\$ 437,864				\$ 3,862,185	\$ 5,050,000	76.48%	
OPEB Accrual Expense	127,710	127,710	127,710	127,710	127,710	127,710	127,710	127,710	127,710				1,149,391	1,600,000	71.84%	
Bad Debts	(451)	(78)	(78)	(396)	(320)	(421)	(298)	(276)	-				(2,317)	125,000	-1.85%	
Service Costs Construction	22,751	24,501	53,295	50,657	68,001	29,074	12,071	37,310	50,852				348,512	150,000	232.34%	
Capitalized Construction	(24,458)	(86,120)	(197,829)	(184,755)	(134,830)	(65,124)	(81,871)	(96,469)	(62,608)				(934,063)	(900,000)	103.78%	
Capital Contributions	-	-	-	-	-	-	-	-	(3,089,833)				(3,089,833)	-	-	
Total Non-Cash Operating Expenses	\$ 553,430	\$ 493,891	\$ 413,547	\$ 421,732	\$ 486,159	\$ 519,240	\$ 485,613	\$ 496,277	\$ (2,536,015)	\$ -	\$ -	\$ -	\$ 1,333,874	\$ -	\$ 6,025,000	22.14%
Net Operating Profit/(Loss)	\$ (1,139,386)	\$ (152,686)	\$ (365,776)	\$ 321,649	\$ 77,704	\$ 93,390	\$ 70,157	\$ 39,517	\$ 3,799,029	\$ -	\$ -	\$ -	\$ 2,743,597	\$ -	\$ (1,809,379)	-151.63%
Non-Operating Revenues:																
Assessments (Debt Service)	\$ 517,898	\$ 517,898	\$ 517,898	\$ 517,898	\$ 826,238	\$ 1,193,271	\$ 543,162	\$ 543,162	\$ 543,162				\$ 5,720,587	\$ 5,400,000	105.94%	
Assessments (1%)	487,891	165,435	165,435	165,435	268,215	984,764	173,505	191,770	173,505				2,775,955	2,200,000	126.18%	
DWR Fixed Charge Recovery	-	-	-	100,283	113,796	-	-	-	-				214,079	175,000	122.33%	
Interest	(6,823)	(5,383)	(11,412)	(5,818)	5,899	(16,447)	7,126	21,676	2,177				(9,005)	130,000	-6.93%	
CIF - Infrastructure	10,544	135,000	363,266	15,687	-	-	-	-	-				524,497	200,000	262.25%	
CIF - Water Supply	24,102	315,000	776,496	8,604	-	-	-	-	-				1,124,202	350,000	321.20%	
Grants - State and Federal	-	3,472	-	-	-	960	-	-	-				4,432	75,000	5.91%	
Other	248	0	236	4,578	-	48,443	2	3,056	(51,107)				5,456	50,000	10.91%	
Total Non-Operating Revenues	\$ 1,033,860	\$ 1,131,423	\$ 1,811,918	\$ 806,667	\$ 1,214,148	\$ 2,210,992	\$ 723,794	\$ 759,663	\$ 667,737	\$ -	\$ -	\$ -	\$ 10,360,203	\$ -	\$ 8,580,000	120.75%
Non-Operating Expenses:																
Interest on Long-Term Debt	\$ 187,675	\$ 187,675	\$ 736,175	\$ 173,840	\$ 173,840	\$ 173,840	\$ 173,840	\$ 173,840	\$ 719,085				\$ 2,699,810	\$ 2,106,446	128.17%	
Deferred Charges-Cost of Issuance	-	-	-	-	-	-	-	-	-				-	-	-	
Amortization of SWP	334,019	334,020	334,021	334,022	334,023	334,024	334,025	334,026	334,027				3,006,210	3,658,084	82.18%	
Change in Investments in PRWA	-	3,558	-	250	-	-	5,786	-	-				9,594	75,000	12.79%	
Water Conservation Programs	11,353	9,205	10,057	3,424	9,964	16,880	39,091	35,072	24,599				159,646	236,500	67.50%	
Total Non-Operating Expenses	\$ 533,048	\$ 534,458	\$ 1,080,254	\$ 511,537	\$ 517,827	\$ 524,744	\$ 552,743	\$ 542,938	\$ 1,077,711	\$ -	\$ -	\$ -	\$ 5,875,260	\$ -	\$ 6,076,030	96.70%
Net Earnings	\$ (638,574)	\$ 444,278	\$ 365,889	\$ 616,779	\$ 774,024	\$ 1,779,637	\$ 241,208	\$ 256,243	\$ 3,389,055	\$ -	\$ -	\$ -	\$ 7,228,540	\$ -	\$ 694,591	1040.69%

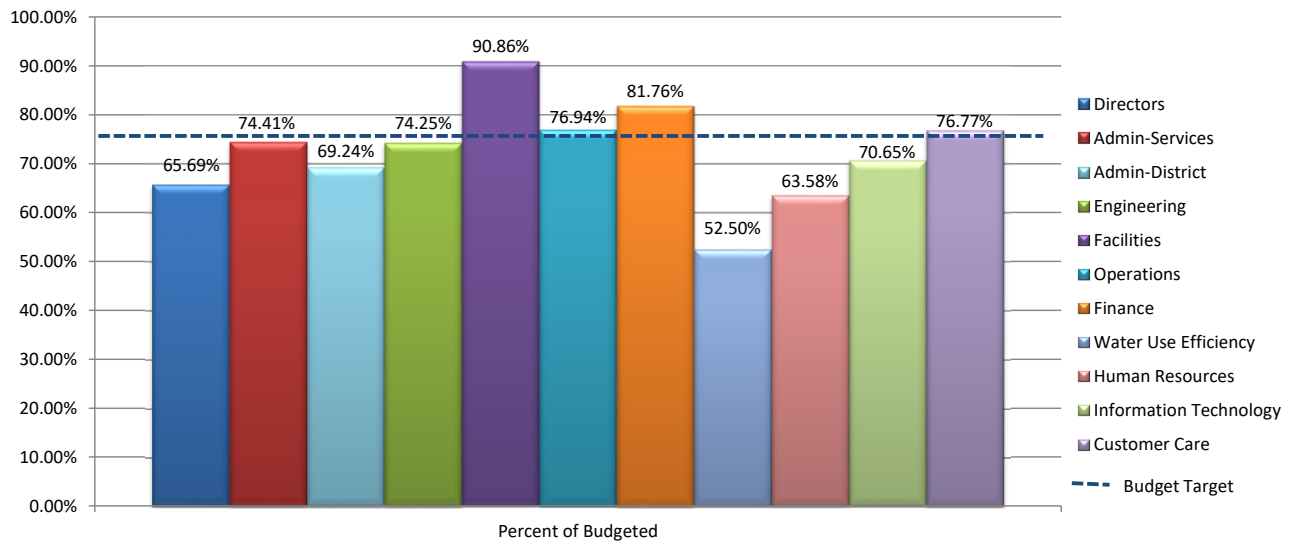
**Palmdale Water District
Profit and Loss Statement
Quarterly Comparison**

	<u>3rd Qtr 2021</u>	<u>3rd Qtr 2022</u>	<u>Change</u>	<u>% Change</u>
Operating Revenue:				
Wholesale Water	\$ 235,642	\$ 103,612	\$ (132,030)	-127.43%
Water Sales	4,495,987	3,855,351	(640,636)	-16.62%
Meter Fees	3,774,317	4,211,083	436,766	10.37%
Water Quality Fees	242,009	203,860	(38,149)	-18.71%
Elevation Fees	137,161	123,662	(13,499)	-10.92%
Other	286,782	324,588	37,806	11.65%
Drought Surcharge		145,080	145,080	
Total Operating Revenue	\$ 9,171,897	\$ 8,967,236	\$ (204,661)	-2.28%
Cash Operating Expenses:				
Directors	\$ 34,197	\$ 38,216	\$ 4,019	10.52%
Administration-Services	574,840	607,696	32,855	5.41%
Administration-District	409,630	487,371	77,740	15.95%
Engineering	403,806	447,457	43,651	9.76%
Facilities	2,185,752	2,036,500	(149,252)	-7.33%
Operations	1,085,449	1,178,284	92,836	7.88%
Finance	487,270	492,468	5,198	1.06%
Water Conservation	74,577	83,920	9,343	11.13%
Human Resources	133,899	123,377	(10,522)	-8.53%
Information Technology	388,440	425,128	36,688	8.63%
Customer Care	350,372	398,139	47,767	12.00%
Source of Supply-Purchased Water	1,323,277	268,199	(1,055,078)	-393.39%
Plant Expenditures	67,233	7,350	(59,882)	-814.68%
Sediment Removal Project	-	18,552	18,552	100.00%
GAC Filter Media Replacement	132,000	-	(132,000)	0.00%
Total Cash Operating Expenses	\$ 7,650,742	\$ 6,612,658	\$ (1,038,084)	-15.70%
Non-Cash Operating Expenses:				
Depreciation	\$ 1,262,208	\$ 1,293,866	\$ 31,658	2.45%
OPEB Accrual Expense	383,130	383,130	-	0.00%
Bad Debts	1,794	(573)	(2,367)	412.84%
Service Costs Construction	42,711	100,233	57,522	57.39%
Capitalized Construction	(286,170)	(240,948)	45,222	-18.77%
Capital Contributions	-	(3,089,833)	(3,089,833)	
Total Non-Cash Operating Expenses	\$ 1,403,673	\$ (1,554,125)	\$ (2,957,798)	190.32%
Net Operating Profit/(Loss)	\$ 117,482	\$ 3,908,703	\$ 3,791,221	96.99%
Non-Operating Revenues:				
Assessments (Debt Service)	\$ 1,250,535	\$ 1,629,485	\$ 378,950	23.26%
Assessments (1%)	399,465	538,780	139,315	25.86%
DWR Fixed Charge Recovery	-	-	-	0.00%
Interest	2,628	30,979	28,351	91.52%
CIF - Infrastructure	483,000	-	(483,000)	0.00%
CIF - Water Supply	1,194,457	-	(1,194,457)	0.00%
Grants - State and Federal	-	-	-	0.00%
Other	7,987	(48,049)	(56,036)	116.62%
Total Non-Operating Revenues	\$ 3,338,072	\$ 2,151,195	\$ (1,186,877)	-55.17%
Non-Operating Expenses:				
Interest on Long-Term Debt	\$ 857,779	\$ 1,066,765	\$ 208,986	19.59%
Deferred Charges-Cost of Issuance	333,796	-	-	
Amortization of SWP	1,244,549	1,002,079	(242,470)	-24.20%
Change in Investments in PRWA	12,846	5,786	(7,060)	-122.01%
Water Conservation Programs	31,217	98,762	67,546	68.39%
Total Non-Operating Expenses	\$ 2,480,188	\$ 2,173,393	\$ 27,001	1.24%
Net Earnings	\$ 975,366	\$ 3,886,505	\$ 2,577,343	66.32%

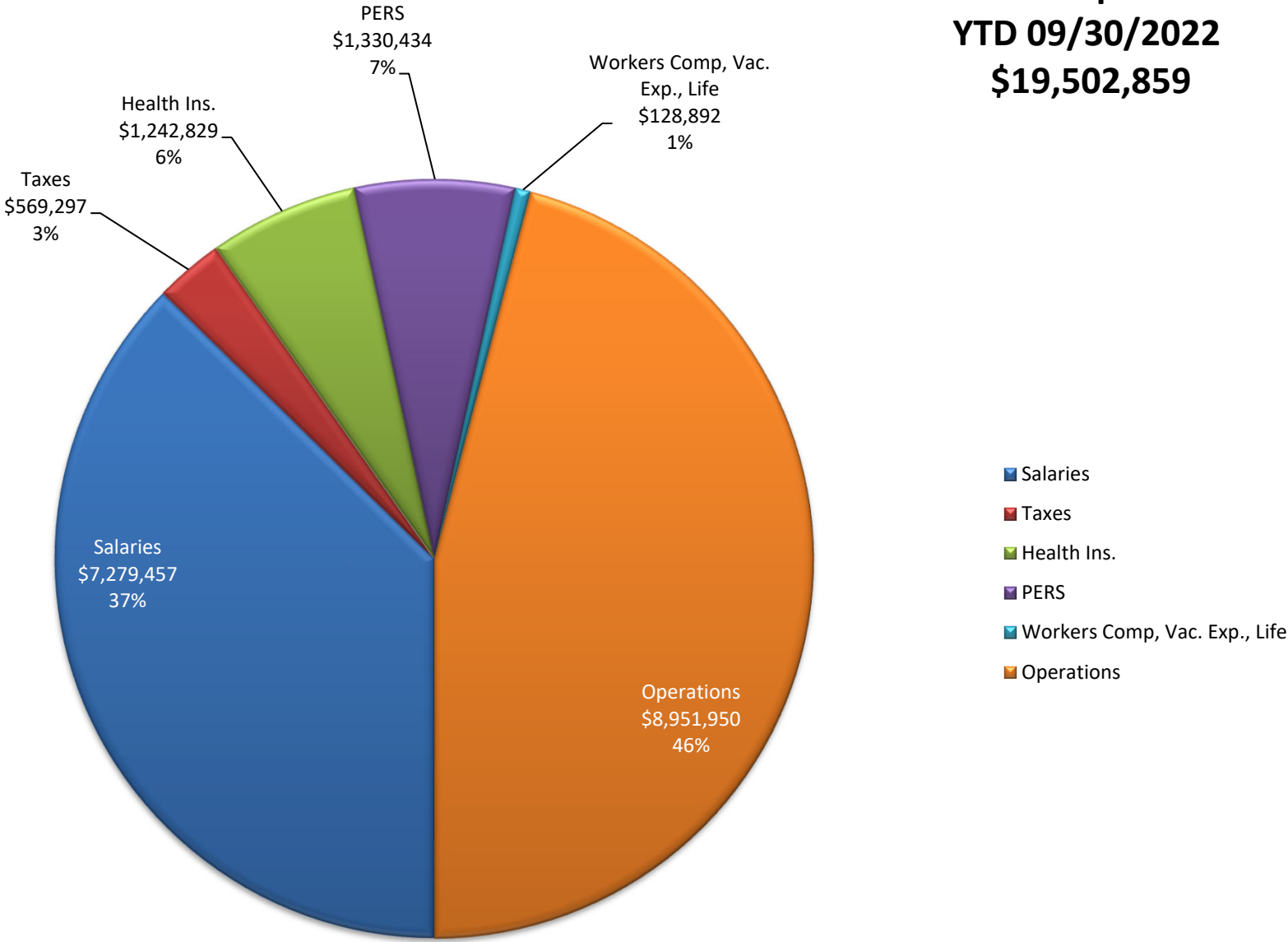
P & L BUDGET vs. ACTUAL



DEPARTMENTAL - BUDGET vs. ACTUAL



**Personnel to Operations Exp
YTD 09/30/2022
\$19,502,859**



Palmdale Water District
2022 Directors Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$	-	\$	-	\$
Employee Benefits					
1-01-4005-000 Payroll Taxes	5,958	6,064		106	98.25%
1-01-4010-000 Health Insurance - Directors	21,065	51,250		30,185	41.10%
Subtotal (Benefits)	27,022	57,314	-	30,292	47.15%
 Total Personnel Expenses	 \$ 27,022	 \$ 57,314	 \$	 - \$ 30,292	 47.15%
OPERATING EXPENSES:					
1-01-xxxx-006 Director Share - Dizmang, Gloria	\$ 22,462				
1-01-xxxx-008 Director Share - Mac Laren, Kathy	12,670				
1-01-xxxx-010 Director Share - Dino, Vincent	18,522				
1-01-xxxx-012 Director Share - Wilson, Don	13,110				
1-01-xxxx-013 Director Share - Merino, Amberrose	12,550				
1-01-xxxx-014 Director Share - Kellerman, Scott	680				
Subtotal Operating Expenses	79,995	105,600	-	25,605	75.75%
 Total O & M Expenses	 \$ 107,017	 \$ 162,914	 \$	 - \$ 55,897	 65.69%

Palmdale Water District
2022 Administration Services Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 1,095,393	\$ 1,437,000		\$ 341,607	76.23%
1-02-4000-100 Overtime	2,637	6,284		3,647	41.96%
Subtotal (Salaries)	\$ 1,098,030	\$ 1,443,284	\$ -	\$ 345,255	76.08%
Employee Benefits					
1-02-4005-000 Payroll Taxes	\$ 77,703	\$ 102,000		24,297	76.18%
1-02-4010-000 Health Insurance	135,946	166,500		30,554	81.65%
1-02-4015-000 PERS	96,963	134,500		37,537	72.09%
Subtotal (Benefits)	\$ 310,613	\$ 403,000	\$ -	\$ 92,387	77.08%
Total Personnel Expenses	\$ 1,408,642	\$ 1,846,284	\$ -	\$ 437,642	76.30%
OPERATING EXPENSES:					
1-02-4050-000 Staff Travel	\$ 7,774	\$ 15,888	\$ -	\$ 8,113	48.93%
1-02-4050-100 General Manager Travel	3,949	5,330		1,381	74.08%
1-02-4060-000 Staff Conferences & Seminars	6,058	6,355		297	95.33%
1-02-4060-100 General Manager Conferences & Seminars	1,650	4,203		2,553	39.26%
1-02-4130-000 Bank Charges	146,298	205,000		58,702	71.36%
1-02-4150-000 Accounting Services	21,625	26,650		5,025	81.14%
1-02-4175-000 Permits	2,981	18,552		15,571	16.07%
1-02-4180-000 Postage	9,238	17,425		8,187	53.01%
1-02-4190-100 Public Relations - Publications	26,227	31,980		5,753	82.01%
1-02-4190-700 Public Affairs - Marketing/Outreach	21,933	41,000		19,067	53.49%
1-02-4190-705 Public Affairs - Drought Outreach	12,131	-		-	0.00%
1-02-4190-710 Public Affairs -Advertising	250	5,125		4,875	4.88%
1-02-4190-720 Public Affairs - Equipment	-	2,520		2,520	0.00%
1-02-4190-730 Public Affairs -Conference/Seminar/Travel	1,250	3,075		1,825	40.65%
1-02-4190-740 Public Affairs - Consultants	1,200	2,050		850	58.54%
1-02-4190-750 Public Affairs - Membership	610	1,230		620	49.59%
1-02-4200-000 Advertising	509	4,203		3,694	12.10%
1-02-4205-000 Office Supplies	11,557	26,138		14,581	44.22%
Subtotal Operating Expenses	\$ 275,238	\$ 416,722	\$ -	\$ 153,614	66.05%
Total Departmental Expenses	\$ 1,683,881	\$ 2,263,006	\$ -	\$ 591,256	74.41%

Palmdale Water District
2022 Administration District Wide Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 67,889	\$ 85,000		\$ 17,111	79.87%
Subtotal (Salaries)	\$ 67,889	\$ 85,000	\$ -	\$ 17,111	79.87%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	\$ 691,916	\$ 938,763		246,847	73.71%
1-02-5070-003 Workers Compensation	116,060	280,000		163,940	41.45%
1-02-5070-004 Vacation Benefit Expense	8,582	86,934		78,352	9.87%
1-02-5070-005 Life Insurance	4,249	7,332		3,083	57.95%
Subtotal (Benefits)	\$ 820,807	\$ 1,313,029	\$ -	\$ 492,222	62.51%
Total Personnel Expenses	\$ 888,696	\$ 1,398,029	\$ -	\$ 509,333	63.57%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	\$ 70,451	\$ 61,500		(8,951)	114.56%
1-02-5070-007 Consultants	217,078	281,875		64,797	77.01%
1-02-5070-008 Insurance	273,962	266,500		(7,462)	102.80%
1-02-5070-009 Groundwater Adjudication - Legal	11,912	42,025		30,113	28.34%
1-02-5070-010 Legal Services	102,159	134,275		32,116	76.08%
1-02-5070-011 Memberships/Subscriptions	70,529	169,125		98,596	41.70%
1-02-5070-014 Groundwater Adjudication - Assessment	41,360	67,600		26,240	61.18%
Subtotal Operating Expenses	\$ 787,452	\$ 1,022,900	\$ -	\$ 235,448	76.98%
Total Departmental Expenses	\$ 1,676,148	\$ 2,420,929	\$ -	\$ 744,781	69.24%

Palmdale Water District
2022 Engineering Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 898,232	\$ 1,180,000	\$ -	\$ 281,768	76.12%
1-03-4000-100 Overtime	14,494	15,711		1,217	92.25%
Subtotal (Salaries)	<u>\$ 912,726</u>	<u>\$ 1,195,711</u>	<u>\$ -</u>	<u>\$ 282,985</u>	<u>76.33%</u>
Employee Benefits					
1-03-4005-000 Payroll Taxes	71,905	91,500		19,595	78.58%
1-03-4010-000 Health Insurance	152,103	208,500		56,397	72.95%
1-03-4015-000 PERS	76,405	112,000		35,595	68.22%
Subtotal (Benefits)	<u>\$ 300,414</u>	<u>\$ 412,000</u>	<u>\$ -</u>	<u>\$ 111,586</u>	<u>72.92%</u>
Total Personnel Expenses	<u><u>\$ 1,213,139</u></u>	<u><u>\$ 1,607,711</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 394,572</u></u>	<u><u>75.46%</u></u>
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 1,816	\$ 5,000		3,184	36.33%
1-03-4060-000 Staff Conferences & Seminars	5,450	8,000		2,550	68.12%
1-03-4060-001 Staff Training - Auto CAD Civil 3D	-	10,000		10,000	0.00%
1-03-4155-000 Contracted Services	3,100	3,000		(100)	103.34%
1-03-4165-000 Memberships/Subscriptions	5,006	5,000		(6)	100.13%
1-03-4250-000 General Materials & Supplies	2,718	4,500		1,782	60.41%
1-03-4250-100 Supplies - Plotter Paper/Toner	-	1,000		1,000	0.00%
1-03-8100-100 Computer Software - Maint. & Support	6,750	-		(6,750)	0.00%
Subtotal Operating Expenses	<u>\$ 24,841</u>	<u>\$ 36,500</u>	<u>\$ -</u>	<u>\$ 11,659</u>	<u>68.06%</u>
Total Departmental Expenses	<u><u>\$ 1,237,981</u></u>	<u><u>\$ 1,644,211</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 406,230</u></u>	<u><u>75.29%</u></u>

Palmdale Water District
2021 Facilities Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 1,623,482	\$ 2,272,500		\$ 649,018	71.44%
1-04-4000-100 Overtime	129,103	150,826		21,723	85.60%
Subtotal (Salaries)	<u>\$ 1,752,584</u>	<u>\$ 2,423,326</u>	\$ -	<u>\$ 670,741</u>	<u>72.32%</u>
Employee Benefits					
1-04-4005-000 Payroll Taxes	143,901	191,250		47,349	75.24%
1-04-4010-000 Health Insurance	378,977	408,500		29,523	92.77%
1-04-4015-000 PERS	147,714	210,750		63,036	70.09%
Subtotal (Benefits)	<u>\$ 670,592</u>	<u>\$ 810,500</u>	\$ -	<u>\$ 139,908</u>	<u>82.74%</u>
Total Personnel Expenses	<u><u>\$ 2,423,176</u></u>	<u><u>\$ 3,233,826</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 810,649</u></u>	<u><u>74.93%</u></u>
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ -	\$ 6,355		\$ 6,355	0.00%
1-04-4060-000 Staff Conferences & Seminars	125	15,888		15,763	0.79%
1-04-4155-000 Contracted Services	204,048	245,078		41,030	83.26%
1-04-4175-000 Permits-Dams	50,306	43,050		(7,256)	116.85%
1-04-4215-100 Natural Gas - Wells & Boosters	341,922	235,806		(106,116)	145.00%
1-04-4215-200 Natural Gas - Buildings	7,213	9,940		2,726	72.57%
1-04-4220-100 Electricity - Wells & Boosters	1,617,140	901,304		(715,836)	179.42%
1-04-4220-200 Electricity - Buildings	79,709	99,399		19,689	80.19%
1-04-4225-000 Maint. & Repair - Vehicles	17,743	35,768		18,025	49.61%
1-04-4230-100 Maint. & Rep. Office Building	5,035	27,878		22,844	18.06%
1-04-4230-200 Maint. & Rep. Two Way Radios	480	5,260		4,780	9.13%
1-04-4235-110 Maint. & Rep. Equipment	7,339	13,360		6,021	54.93%
1-04-4235-400 Maint. & Rep. Operations - Wells	69,182	89,041		19,859	77.70%
1-04-4235-405 Maint. & Rep. Operations - Boosters	67,088	55,637		(11,450)	120.58%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	1,452	27,352		25,900	5.31%
1-04-4235-415 Maint. & Rep. Operations - Facilities	5,677	54,704		49,027	10.38%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	297,062	331,380		34,318	89.64%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	21,526	16,306		(5,220)	132.01%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	2,367	7,364		4,997	32.15%
1-04-4235-440 Maint. & Rep. Operations - Large Meters	2,312	16,306		13,994	14.18%
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	4,261	8,311		4,050	51.27%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	29,693	46,288		16,594	64.15%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	1,941	5,470		3,529	35.48%
1-04-4235-461 Maint. & Rep. Operations - Air Vac	4,088	5,470		1,383	74.72%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges	23,191	163,060		139,869	14.22%
1-04-4300-100 Testing - Regulatory Compliance	9,314	21,012		11,698	44.33%
1-04-4300-200 Testing - Large Meters	14,200	13,325		(875)	106.57%
1-04-4300-300 Testing - Edison Testing	-	12,300		12,300	0.00%
1-04-6000-000 Waste Disposal	12,396	21,972		9,576	56.42%
1-04-6100-100 Fuel and Lube - Vehicle	140,483	147,268		6,785	95.39%
1-04-6100-200 Fuel and Lube - Machinery	15,574	26,965		11,391	57.76%
1-04-6200-000 Uniforms	18,433	28,218		9,786	65.32%
1-04-6300-100 Supplies - General	48,265	65,507		17,242	73.68%
1-04-6300-300 Supplies - Electrical	-	3,023		3,023	0.00%
1-04-6300-800 Supplies - Construction Materials	18,094	35,273		17,179	51.30%
1-04-6400-000 Tools	19,678	45,452		25,774	43.29%
1-04-7000-100 Leases -Equipment	8,287	15,117		6,830	54.82%
1-04-7000-100 Leases -Vehicles	115,712	143,108		27,395	80.86%
Subtotal Operating Expenses	<u>\$ 3,281,337</u>	<u>\$ 3,044,316</u>	<u>\$ -</u>	<u>\$ (237,021)</u>	<u>107.79%</u>
Total Departmental Expenses	<u><u>\$ 5,704,513</u></u>	<u><u>\$ 6,278,142</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 573,629</u></u>	<u><u>90.86%</u></u>

Palmdale Water District
2022 Operation Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 970,571	\$ 1,197,000		\$ 226,429	81.08%
1-05-4000-100 Overtime	87,761	103,693		15,931	84.64%
Subtotal (Salaries)	<u>\$ 1,058,332</u>	<u>\$ 1,300,693</u>	\$ -	<u>\$ 242,360</u>	<u>81.37%</u>
Employee Benefits					
1-05-4005-000 Payroll Taxes	79,572	95,500		15,928	83.32%
1-05-4010-000 Health Insurance	134,577	160,500		25,923	83.85%
1-05-4015-000 PERS	85,218	122,500		37,282	69.57%
Subtotal (Benefits)	<u>\$ 299,366</u>	<u>\$ 378,500</u>	\$ -	<u>\$ 79,133</u>	<u>79.09%</u>
Total Personnel Expenses	<u><u>\$ 1,357,699</u></u>	<u><u>\$ 1,679,193</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 321,494</u></u>	<u><u>80.85%</u></u>
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ -	\$ 3,177		\$ 3,177	0.00%
1-05-4060-000 Staff Conferences & Seminars	-	3,177		3,177	0.00%
1-05-4120-100 Training - Lab Equipment	-	5,330		5,330	0.00%
1-05-4155-000 Contracted Services	101,270	105,440		4,170	96.05%
1-05-4175-000 Permits	8,888	83,333		74,445	10.67%
1-05-4215-200 Natural Gas - WTP	1,868	3,348		1,480	55.79%
1-05-4220-200 Electricity - WTP	310,176	224,955		(85,221)	137.88%
1-05-4230-110 Maint. & Rep. - Office Equipment	2,083	5,576		3,493	37.35%
1-05-4235-110 Maint. & Rep. Operations - Equipment	16,372	22,092		5,720	74.11%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	5,426	6,628		1,202	81.86%
1-05-4235-415 Maint. & Rep. Operations - Facilities	82,865	77,848		(5,017)	106.45%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	-	10,520		10,520	0.00%
1-05-4236-000 Palmdale Lake Management	68,141	136,162		68,021	50.04%
1-05-6000-000 Waste Disposal	24,400	21,972		(2,428)	111.05%
1-05-6200-000 Uniforms	10,982	16,125		5,142	68.11%
1-05-6300-100 Supplies - Misc.	9,165	15,319		6,154	59.83%
1-05-6300-600 Supplies - Lab	62,197	75,334		13,137	82.56%
1-05-6300-700 Outside Lab Work	51,370	115,000		63,630	44.67%
1-05-6400-000 Tools	5,516	6,148		631	89.73%
1-05-6500-000 Chemicals	634,882	958,946		324,064	66.21%
1-05-7000-100 Leases -Equipment	-	3,023		3,023	0.00%
Subtotal Operating Expenses	<u>\$ 1,395,601</u>	<u>\$ 1,899,451</u>	<u>\$ -</u>	<u>\$ 503,851</u>	<u>73.47%</u>
Total Departmental Expenses	<u><u>\$ 2,753,300</u></u>	<u><u>\$ 3,578,644</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 825,344</u></u>	<u><u>76.94%</u></u>

Palmdale Water District
2022 Finance Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 793,187	\$ 980,500		\$ 187,313	80.90%
1-06-4000-100 Overtime	4,967	2,095		(2,872)	237.11%
Subtotal (Salaries)	\$ 798,154	\$ 982,595	\$ -	\$ 184,441	81.23%
Employee Benefits					
1-06-4005-000 Payroll Taxes	60,701	76,500		15,799	79.35%
1-06-4010-000 Health Insurance	141,969	160,500		18,531	88.45%
1-06-4015-000 PERS	77,145	104,000		26,855	74.18%
Subtotal (Benefits)	\$ 279,815	\$ 341,000	\$ -	\$ 61,185	82.06%
Total Personnel Expenses	\$ 1,077,969	\$ 1,323,595	\$ -	\$ 245,626	81.44%
OPERATING EXPENSES:					
1-06-4050-000 Staff Travel	\$ -	\$ 2,050		\$ 2,050	0.00%
1-06-4060-000 Staff Conferences & Seminars	-	1,538		1,538	0.00%
1-06-4155-000 Contracted Services	16,535	12,915		(3,620)	128.03%
1-06-4155-100 Contracted Services - Infosend	221,641	290,075		68,434	76.41%
1-06-4165-000 Memberships/Subscriptions	110	513		403	21.46%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	526		526	0.00%
1-06-4250-000 General Material & Supplies	267	2,016		1,749	13.24%
1-06-4260-000 Business Forms	534	1,538		1,004	34.72%
1-06-4270-100 Telecommunication - Office	45,657	32,800		(12,857)	139.20%
1-06-4270-200 Telecommunication - Cellular Stipend	22,050	26,343		4,293	83.70%
1-06-7000-100 Leases - Equipment	2,690	3,023		334	88.96%
Subtotal Operating Expenses	\$ 309,484	\$ 373,335	\$ -	\$ 63,851	82.90%
Total Departmental Expenses	\$ 1,387,453	\$ 1,696,930	\$ -	\$ 309,477	81.76%

Palmdale Water District
2022 Water Use Efficiency Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 137,650	\$ 172,000		\$ 34,350	80.03%
1-07-4000-100 Overtime	8,313	5,237		(3,076)	158.73%
Subtotal (Salaries)	\$ 145,963	\$ 177,237		\$ 31,274	82.35%
Employee Benefits					
1-07-4005-000 Payroll Taxes	12,127	14,250		2,123	85.10%
1-07-4010-000 Health Insurance	30,858	41,000		10,142	75.26%
1-07-4015-000 PERS	14,335	19,500		5,165	73.51%
Subtotal (Benefits)	\$ 57,321	\$ 74,750	\$ -	\$ 17,429	76.68%
Total Personnel Expenses	\$ 203,283	\$ 251,987	\$ -	\$ 48,704	80.67%
OPERATING EXPENSES:					
1-07-4050-000 Staff Travel	\$ 201	\$ 2,665		\$ 2,464	7.55%
1-07-4060-000 Staff Conferences & Seminar	850	3,177		2,327	26.75%
1-07-4190-300 Public Relations - Landscape Workshop/Training	97	5,330		5,233	1.83%
1-07-4190-400 Public Relations - Contests	-	3,177		3,177	0.00%
1-07-4190-500 Public Relations - Education Programs	765	128,125		127,360	0.60%
1-07-4190-900 Public Relations - Other	129	5,330		5,201	2.43%
1-07-6300-100 Supplies - Misc.	8,253	7,055		(1,199)	116.99%
Subtotal Operating Expenses	\$ 10,296	\$ 154,860	\$ -	\$ 144,563	6.65%
Total Departmental Expenses	\$ 213,579	\$ 406,847	\$ -	\$ 193,267	52.50%

Palmdale Water District
2022 Human Resources Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 190,331	\$ 260,000		\$ 69,669	73.20%
1-08-4000-100 Salaries - Overtime	3,483	1,047		(2,436)	332.64%
Subtotal (Salaries)	\$ 193,813	\$ 261,047	\$ -	\$ 69,669	74.24%
Employee Benefits					
1-08-4005-000 Payroll Taxes	16,547	20,500		3,953	80.72%
1-08-4010-000 Health Insurance	12,208	27,500		15,292	44.39%
1-08-4015-000 PERS	17,646	23,500		5,854	75.09%
Subtotal (Benefits)	\$ 46,400	\$ 71,500	\$ -	\$ 25,100	64.90%
Total Personnel Expenses	\$ 240,214	\$ 332,547	\$ -	\$ 94,769	72.23%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 1,314	\$ 1,538		\$ 224	85.45%
1-08-4060-000 Staff Conferences & Seminars	635	1,538		903	41.29%
1-08-4070-000 Employee Expense	41,714	85,000		43,286	49.07%
1-08-4095-000 Employee Recruitment	5,908	3,178		(2,730)	185.92%
1-08-4100-000 Employee Retention	230	5,330		5,100	4.32%
1-08-4120-100 Training-Safety	13,286	36,900		23,614	36.01%
1-08-4120-200 Training-Speciality	-	15,888		15,888	0.00%
1-08-4121-000 Safety Program	-	1,025		1,025	0.00%
1-08-4165-000 Membership/Subscriptions	805	1,640		835	49.09%
1-08-4165-100 HR/Safety Publications	78	1,025		947	7.64%
1-08-6300-500 Supplies - Safety	36,345	50,000		13,655	72.69%
Subtotal Operating Expenses	\$ 100,316	\$ 203,062	\$ -	\$ 102,746	49.40%
Total Departmental Expenses	\$ 340,529	\$ 535,609	\$ -	\$ 195,080	63.58%

Palmdale Water District
2022 Information Technology Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 465,377	\$ 617,500	\$ -	\$ 152,123	75.36%
1-09-4000-100 Overtime	4,357	21,995		17,639	19.81%
Subtotal (Salaries)	<u>\$ 469,734</u>	<u>\$ 639,495</u>	<u>\$ -</u>	<u>\$ 169,761</u>	<u>73.45%</u>
Employee Benefits					
1-09-4005-000 Payroll Taxes	37,796	48,750		10,954	77.53%
1-09-4010-000 Health Insurance	75,864	80,000		4,136	94.83%
1-09-4015-000 PERS	48,545	65,750		17,205	73.83%
Subtotal (Benefits)	<u>\$ 162,205</u>	<u>\$ 194,500</u>	<u>\$ -</u>	<u>\$ 32,295</u>	<u>83.40%</u>
Total Personnel Expenses	<u><u>\$ 631,939</u></u>	<u><u>\$ 833,995</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 202,057</u></u>	<u><u>75.77%</u></u>
OPERATING EXPENSES:					
1-09-4050-000 Staff Travel	\$ -	\$ 3,178		\$ 3,178	0.00%
1-09-4060-000 Staff Conferences & Seminars	3,748	10,660		6,912	35.16%
1-09-4155-000 Contracted/Cloud Services	230,982	307,805		76,823	75.04%
1-09-4165-000 Memberships/Subscriptions	1,239	2,665		1,426	46.49%
1-09-4235-445 Maint & Repair - Telemetry	607	5,433		4,826	11.16%
1-09-4270-000 Telecommunications	100,394	122,078		21,684	82.24%
1-09-6300-400 Supplies - Telemetry	185	-		(185)	0.00%
1-09-6450-110 Equipment - GF Signet Flow Meters	-	7,659		7,659	0.00%
1-09-7000-100 Leases - Equipment	40,349	56,437		16,088	71.49%
1-09-8000-100 Computer Equipment - Computers	15,290	45,351		30,061	33.72%
1-09-8000-200 Computer Equipment - Laptops	18,050	45,351		27,301	39.80%
1-09-8000-300 Computer Equipment - Monitors	-	12,094		12,094	0.00%
1-09-8000-500 Computer Equipment - Printer Supplies	-	2,520		2,520	0.00%
1-09-8000-550 Computer Equipment - Telephony	-	3,023		3,023	0.00%
1-09-8000-600 Computer Equipment - Other	7,401	30,234		22,833	24.48%
1-09-8000-650 Computer Equipment - Warranty & Support	6,572	15,117		8,545	43.47%
1-09-8100-100 Computer Software - Maint. and Support	180,969	260,847		79,878	69.38%
1-09-8100-150 Computer Software - Dynamics GP Support	38,029	41,000		2,971	92.75%
1-09-8100-200 Computer Software - Software and Upgrades	14,365	20,500		6,135	70.07%
Subtotal Operating Expenses	<u>\$ 658,181</u>	<u>\$ 991,951</u>	<u>\$ -</u>	<u>\$ 333,770</u>	<u>66.35%</u>
Total Departmental Expenses	<u><u>\$ 1,290,119</u></u>	<u><u>\$ 1,825,946</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 535,827</u></u>	<u><u>70.65%</u></u>

Palmdale Water District
2022 Customer Care Budget
For the Nine Months Ending Friday, September 30, 2022

	YTD ACTUAL 2022	ORIGINAL BUDGET 2022	ADJUSTMENTS 2022	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries	\$ 776,925	\$ 1,019,000		\$ 242,075	76.24%
1-10-4000-100 Overtime	5,308	7,856		2,548	67.57%
Subtotal (Salaries)	<u>\$ 782,233</u>	<u>\$ 1,026,856</u>	\$ -	<u>\$ 244,623</u>	<u>76.18%</u>
Employee Benefits					
1-10-4005-000 Payroll Taxes	63,086	79,500		16,414	79.35%
1-10-4010-000 Health Insurance	180,326	205,000		24,674	87.96%
1-10-4015-000 PERS	74,548	105,000		30,452	71.00%
Subtotal (Benefits)	<u>\$ 317,961</u>	<u>\$ 389,500</u>	\$ -	<u>\$ 71,539</u>	<u>81.63%</u>
Total Personnel Expenses	<u><u>\$ 1,100,194</u></u>	<u><u>\$ 1,416,356</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 316,162</u></u>	<u><u>77.68%</u></u>
OPERATING EXPENSES:					
1-10-4050-000 Staff Travel	\$ -	\$ 2,050		\$ 2,050	0.00%
1-10-4060-000 Staff Conferences & Seminars	434	3,177		2,743	13.66%
1-10-4155-000 Contracted Services	13,656	26,728		13,072	51.09%
1-10-4230-110 Maintenance & Repair-Office Equipment	-	202		202	0.00%
1-10-4250-000 General Material & Supplies	2,463	5,039		2,576	48.87%
1-10-4260-000 Business Forms	-	1,025		1,025	0.00%
Subtotal Operating Expenses	<u>\$ 16,553</u>	<u>\$ 38,221</u>	\$ -	<u>\$ 21,668</u>	<u>43.31%</u>
Total Departmental Expenses	<u><u>\$ 1,116,746</u></u>	<u><u>\$ 1,454,576</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 337,830</u></u>	<u><u>76.77%</u></u>

New and Replacement Capital Projects

Budget Year	Project	Project Title	Project Type	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2022 Total	2023 Carryover	
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin	Water Supply	Environmental Const.	427,490	04/26/2017	330,359	97,131	330,359														-	
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin - Auxiliary Items	Water Supply	Various Vendors			35,742	-	35,742														-	
2021	12-606	Spec 1206 - WM Repl in Division and Avenue Q	Replacement Cap.				80,653	-	5,720		16,475		16,360	16,536		1,311	8,036	16,215					74,933	
	12-606	Spec 1206 - WM Repl in Division and Avenue Q (Bond Fund)	Replacement Cap.	Toro Enterprises, Inc	2,243,362		2,174,625	68,737	-		463,799	248,650	801,286	346,210	314,681								2,174,625	
2018	18-410	PRV Replacement - 40th ST E (Bypass)	General Project				9,852	-	9,852														-	
2018	18-606	45th ST Tank Site - Altitude Valve Replacement	Replacement Cap.				1,078	-	372							541	165						706	
2018	18-614	LRD - Interior Access Ladder	Replacement Cap.				25,375	-	4,200		10,135						11,040						21,175	
2019	19-601	Spec 1901 - ML Replace Ave P					4,066	-	-						461	1,062	1,045	1,499						
	19-601	Spec 1901 - ML Replace Ave P		Cedro Construction, Inc.	434,289		429,754	4,535	-						146,940		230,816	51,998						
2020	20-605	Sierra Hwy Tie-in @ Harold St and Abandonment Plan	Replacement Cap.				6,784	-	4,742	440	1,121		385		97								2,042	
	20-605	Sierra Hwy Tie-in @ Harold St and Abandonment Plan (Bond Fund)	Replacement Cap.	Christensen Bros	669,886		663,642	6,244	571,980		32,218	59,444											91,662	
2020	20-606	2800 Zone Velocity Deficiency	General Project				720	-	720														-	
2020	20-607	Move PRV Station @ 45th St E	Replacement Cap.				-	-	-														-	
2020	20-608	WM Repl in 17th St E from Ave P4 to Ave P8	Replacement Cap.				-	-	-														-	
2020	20-609	WM Repl in Ave Q6,12th to 16th	Replacement Cap.				5,550	-	4,730					820									820	
2020	20-610	2950 Zone Booster Station @ 3M Clearwell Site	Replacement Cap.				102,246	-	94,462		1,365				4,697			1,723					7,785	
2020	20-611	2020 Meter Exchange Program	General Project				49,131	-	49,131														-	
2020	20-615	2020 Soft Start Repl Program	General Project				20,040	-	20,040														-	
2020	20-619	25th ST Booster #3 Rehab	General Project				13,259	-	13,259														-	
2020	20-622	Well 36 Design & Const.	General Project				84,762	-	31,607	825	405	675	544	32,580	10,994	7,133							53,155	
	20-622	Well 36 Design & Const. (Bond Fund - Design)	General Project	Hazen and Sawyer	612,656		300,984	311,672	201,145		22,863	3,375	7,310	27,217	26,816		7,360	4,900					99,840	
	20-622	Well 36 Design & Const. (Bond Fund - Construction)	General Project	Zim Industries, Inc	2,073,913		978,598	1,095,315	-				723,596					255,002					978,598	
2020	20-623	AMI Meter System	General Project				15,000	-	15,000														-	
2020	20-625	WM Repl - 5th ST & Q1 thru Q5					2,330	-	2,000									330					330	
2020	20-703	Water Conservation Garden Construct @ MOB	General Project				1,640	-	1,640														-	
2021	21-600	2021 Soft Start Replacement Program	Replacement Cap.				13,231	-	13,231														-	
2021	21-601	2021 Booster Building Rehab					15,900	-	15,900														-	
2021	21-602	Repl Brine Storage Tanks - Wells	Replacement Cap.				52,438	-	50,331					1,774	332								2,106	
2021	21-607	Design 16" WM Ave P Well #8A					9,910	-	1,860					4,100	390	3,560							8,050	
2021	21-608	Sodium Hypo Gen System - Two Wells	Replacement Cap.	Ryan Process, Inc. (DeNora)	116,755		-	-	-		116,755	5,172											-	
2021	21-609	Design WM from 16"to24" Ave S					2,000	-	2,000														-	
2021	21-610	WM Repl E Ave Q10 & 12th St.	Replacement Cap.				8,078	-	2,000						93		5,985						6,078	
2021	21-613	Palmdale Ditch Conversion	General Project				90,296	-	73,022														17,273	
2021	21-615	IPS Pump-Check Valve WTP	Replacement Cap.				28,467	-	28,467														-	
2021	21-616	Booster #1 45th St. - Rotating Assembly	Replacement Cap.				21,786	-	-		14,976		6,810										21,786	
2021	21-617	WTP - NaOCl Repl System	Replacement Cap.				-	-	-														-	
2021	21-618	Repair Well #14	General Project				157,026	-	-		157,026												157,026	
2021	21-619	Roof Repl Well #3					1,913	-	-							1,913							1,913	
2021	21-703	Main Office - Stucco Repair	General Project				26,248	-	10,145	1,790	413		6,109		5,019							2,773	16,103	
2022	22-601	Des&Const WM @Pearblossom 53rd	General Project				2,820	-	-													2,820	2,820	
2022	22-602	Design WM Repl @10th to R4	General Project				2,280	-	-								2,280						2,280	
2022	22-604	Des&Const WM Repl Sierra Hwy	General Project				2,220	-	-													2,220	2,220	
2022	22-605	Design Recycled Water Pipeline - Avenue Q	General Project				5,400	-	-								5,400						5,400	
2022	22-607	Well 2A Generator Upgrade	General Project				6,166	-	-				5,809	358									6,166	
2022	22-608	Sodium Hypo Gen System - Two Wells	Replacement Cap.	Ryan Process, Inc. (DeNora)	116,755		118,595	(1,840)	-				116,755	1,840									118,595	
2022	22-609	TOC Analyzer	Replacement Cap.	Shimadzu Scientific			51,203	-	-				51,203										51,203	
2022	22-610	Repair Well #8 Pump	General Project				50,467	-	-				43,199				666	6,601					50,467	
2022	22-611	Repair Well #32 Pump	General Project				178,149	-	-				13,300			164,849							178,149	
2022	22-612	Service Line Replacement @ 20th and Avenue R (Qty. 4)	General Project	Internal - Crew			29,446	-	-			12,260	17,186										29,446	
2022	22-613	Repair Well #3 Motor	General Project				12,728	-	-				12,728										12,728	
2022	22-615	Repair Well #26 Pump	General Project				13,300	-	-							13,300							13,300	
2022	22-618	Repair Well #23	General Project				10,922	-	-										10,922				10,922	
2022	22-700	2022 Large Meter/Vault Repl Program	General Project	Internal - Crew			32,758	-	-		18,307	1,171	10,791	2,238	251								32,758	
							-	-	-														-	
		Sub-Totals:			6,695,106		6,279,937	1,581,794	1,593,658	3,055	855,856	330,747	1,833,371	433,672	510,769	193,667	272,792	374,277	-	-	-	-	4,252,459	-

Palmdale Water District
2021 Capital Projects - Contractual Commitments and Needs

Consulting and Engineering Support

Budget Year	Project	Project Title	Project Type	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2022 Total	2023 Carryover
2017	12-400	PRGRRP - CEQA, Permitting, Pre-Design, and Pilot	Water Supply	Kennedy/Jenks	1,627,000	05/12/2016	14,937	1,612,063	14,937													-	
		Paid by General Fund		Kennedy/Jenks			-	-	-													-	
2020	20-405	Well Rehab Consulting Services		Kyle Groundwater	-		65,569	-	65,569													-	
2020	20-412	Aquisition of Wtr Svc to Alpine Springs Mobilehome Park			-		15,900	-	15,900													-	
2020	20-414	ARC Flash Study					36,597	-	36,597													-	
2020	20-415	Hazard Mitigation Plan		HDR Engineering			109,043	-	100,270		1,423							7,350				8,773	
2021	21-411	2021 Public Website Redesign			-		62,466	-	60,317		2,149											2,149	
2021	21-417	LRDR - Sediment Removal Phase 2	Expense	California Dept Fish & Game			49,585	-	49,585													-	
	21-417	LRDR - Sediment Removal Phase 2	Expense	Aspen Environment Group			138,315	-	-	31,093	33,501	34,095	4,102	12,434	4,492	18,598						138,315	
	21-417	LRDR - Sediment Removal Phase 2	Expense	U.S. Geological Survey			39,000	-	-						39,000							39,000	
	21-417	LRDR - Sediment Removal Phase 2	Expense	All Others			450	-	-							450						450	
2021	21-500	Alpine Springs Grant Funding			-		4,075	-	4,000			75										75	
2022	22-410	2022 GIS Enhancements	Expense	ESRI			53,900	-	-		53,900											53,900	
2022	22-65x	Pure Water AV - General Expense					4,960	-	-													4,960	
		Pure Water AV - (Bonds)		Stantec			483,484	-	-								284,280	199,204				483,484	
							-	-	-													-	
		Sub-Totals:			1,627,000		1,078,282	1,612,063	347,175	31,093	90,972	34,170	4,102	12,434	43,492	19,048	284,280	211,515	-	-	-	731,106	-

New and Replacement Equipment

Budget Year	Project	Project Title	Project Type	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2022 Total	2023 Carryover
2021	21-704	Office Furniture HR/CFO	Equipment				19,412	-	16,330				3,082									3,082	
2021/22	22-606	Replacement Backhoe (Qty. 2)	Repl Equipment	Coastline Equipment			257,468	-	-			257,468										257,468	
							-	-	-													-	
		Sub-Totals:					276,880	-	16,330	-	-	260,550	-	-	-	-	-	-	-	-	-	260,550	-

Water Quality Fee Funded Projects

Budget Year	Work Order	Project Title	Project Type	Vendor/Supplier	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2021	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2022 Total	2023 Carryover
2021	21-401	GAC Replacements @ WTP	Water Quality	Calgon Carbon	-	07/09/2014	589,529	-	371,803		145,200											145,200	
2021	21-401	GAC Replacement @ Underground Booster Station	Water Quality	Evoqua	-	03/10/2017	-	-	72,526													-	
2022	22-401	GAC Replacements @ WTP	Water Quality	Calgon Carbon	-	07/09/2014	145,200	-	-								145,200					-	
2022	22-401	GAC Replacement @ Underground Booster Station	Water Quality	Evoqua	-	03/10/2017	-	-	-													-	
		Sub-Totals:			-		734,729	-	444,329	-	145,200	-	-	-	-	-	145,200	-	-	-	-	145,200	-

- = Projects that originated from 2013 WRB Funds
- = Project had additional funding paid out by the general fund to complete.
- = Project is now deemed complete with no further expense.
- = Projects paid by 2018 WRB Funds
- = Projects paid by 2021 WRB Funds

Project Summary (W/O GAC Included)										Totals	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2021 Total			
Total Approved Contracts to Date										8,322,106																
Total Payments on Approved Contracts to Date										7,635,099																
Total Contract Balance to Date										3,193,857																
Non-Operating Capital Expenditures (Paid)											34,148	946,828	625,467	1,837,473	446,106	554,261	212,716	557,072	585,791	-	-	-	5,799,863			
Non-Operating Capital Expenditures (Projected)										-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
Funding Available Through Water Supply Fees										-	-	-	-	-	-	-	-	-	-	-	-	-	-			
2019 Funding Through Budgeted Non-Operating Capital Ex.										5,799,863	34,148	946,828	625,467	1,837,473	446,106	554,261	212,716	557,072	585,791	-	-	-	5,799,863			

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 18, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM 8.1.d – OTHER FINANCIAL REPORTS*

Discussion:

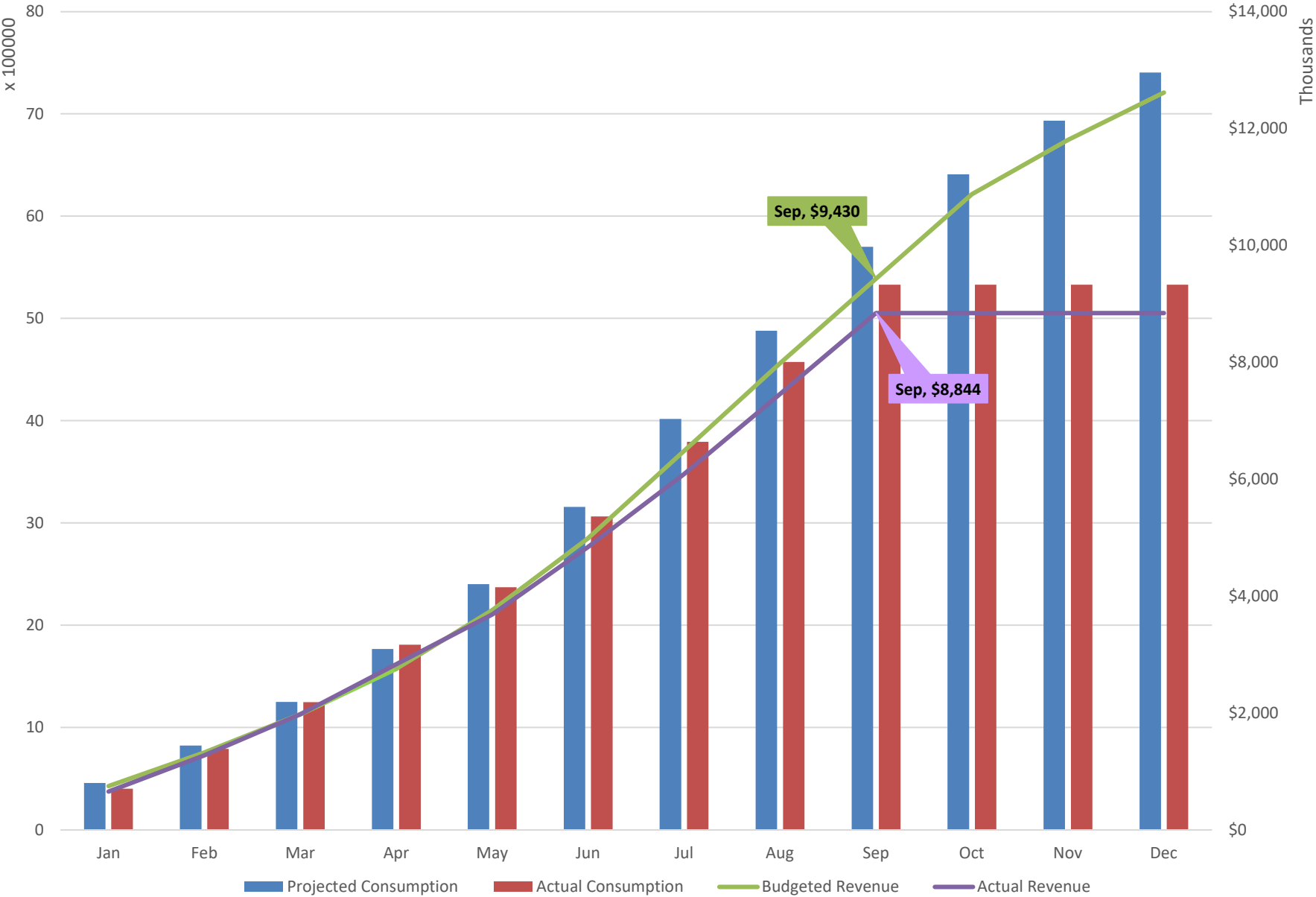
Presented here are financial-related items for your review.

1. Accounts receivable overview:
 - a. As reported last month, we will be moving away from the effects of COVID-19 reporting. Shown below is the makeup of the various account types that have past due balances over 60 days with amounts greater than \$50.00. This includes their current outstanding balances as part of the total.

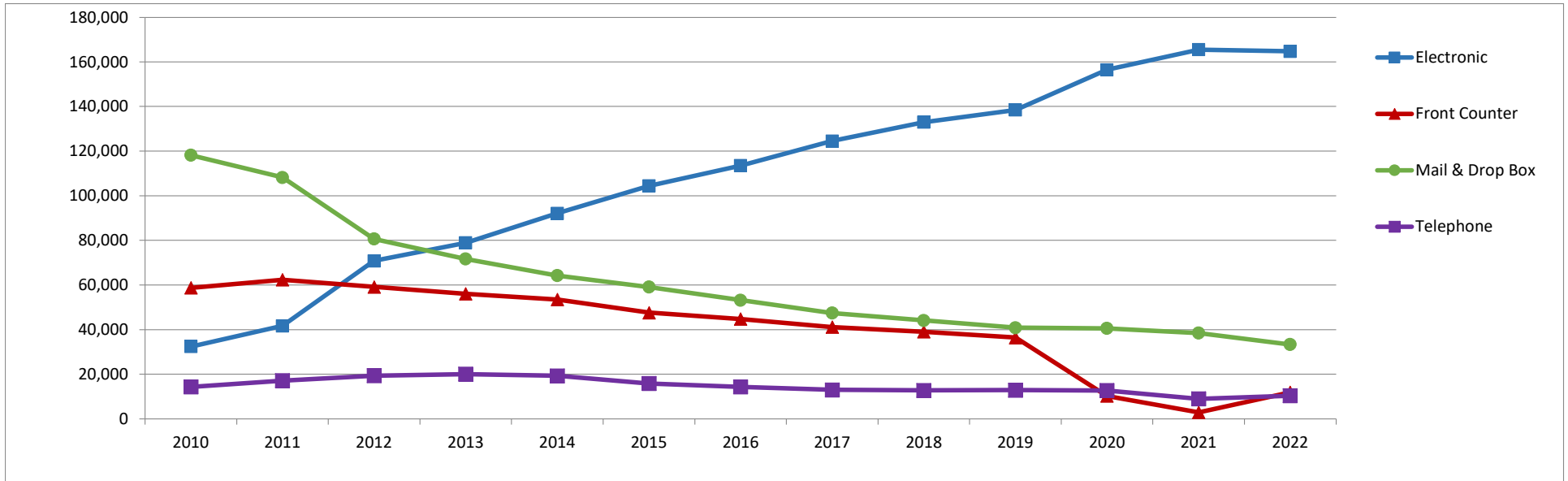
	<u>Accounts</u>	<u>Outstanding</u>	<u>Over 90 Days</u>
Commercial/Industrial	15	\$13,071	\$1,356
Multi-Family Residential	4	\$2,415	\$19
Single Family Residential	1,022	\$358,008	\$37,559

- b. Staff continues efforts to work with the customers and offer payment arrangements to encourage payment on outstanding balances. Currently, we have 40 arrangements as of September 30. The amount in arrangement is \$58,585 with \$32,589 already collected and \$25,996 outstanding.
2. Revenue Projections (attachment):
 - a. Revenue projections for 2022 based on selling 17,000 AF shown as of September 30, revenue is behind projections by approximately \$586K. This amount has the drought surcharge included.
3. Payment transactions by type. (attachment)
4. Billing and collection statistics. (attachment)

2022 Revenue Projections Based on 17,000 AF



Payment Transactions By Types January - September



Payment Type	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
Electronic	32,493	41,672	70,829	78,883	92,120	104,439	113,505	124,495	132,975	138,439	156,433	165,459	164,704
Front Counter	58,771	62,384	59,151	56,063	53,534	47,638	44,744	41,184	39,060	36,447	10,301	2,958	11,932
Mail & Drop Box	118,208	108,224	80,621	71,693	64,199	59,069	53,206	47,457	44,149	40,858	40,607	38,456	33,395
Telephone	14,364	17,142	19,397	20,088	19,308	15,890	14,390	13,041	12,785	12,918	12,737	9,020	10,431
Total	223,834	229,422	229,998	226,727	229,161	227,036	225,845	226,177	228,969	228,662	220,078	215,893	220,462

Detail of Electronic Payments	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
META - ACH Pymt	5,840	6,022	5,629	5,831	2,312	2,456	1,212	1,281	1,247	1,283	1,286	1,290	1,233
WES - ACH Pymt	162	630	676	771	744	733	752	775	736	695	679	585	576
INF - Website Pymts	26,491	34,549	47,704	52,103	54,925	57,784	60,620	67,205	72,429	77,276	87,523	94,561	98,228
IVR - Automated Pay ##	0	0	0	0	8,367	17,015	21,212	24,344	26,096	27,542	30,693	30,607	29,358
KIOSK - Automated Pay \$\$	0	0	0	0	0	127	1,054	848	1,659	971	359	11	141
PNM - Automated Pay %%	0	0	0	0	0	0	324	1,997	3,054	3,490	6,220	7,971	6,663
VAN - ACH Pymt &&	0	471	16,820	20,178	25,772	26,324	28,331	28,045	27,754	27,182	29,673	30,434	28,505
Total	32,493	41,672	70,829	78,883	92,120	104,439	113,505	124,495	132,975	138,439	156,433	165,459	164,704

##- IVR service started March 13, 2014

\$\$ - Kiosk service started July 1, 2015

%% - PNM - Pay Near Me service started June 9, 2016

&& - Vanco ACH service started Sept 2011

**Palmdale Water District
Monthly Billing Statistics**

Month	Bills	LF Notice	Shut Notice	Off & Lock	Based on Bills Issued			Based on Late Notices		Based on Shut Notice
	(A)	(B)	(C)	(D)	B / A	C / A	D / A	C / B	D / B	D / C
Dec-18	26,632	6,485	2,401	423	24.4%	9.0%	1.6%	37.0%	6.5%	17.62%
Dec-19	26,699	6,565	2,456	326	24.6%	9.2%	1.2%	37.4%	5.0%	13.27%
Dec-20	26,808	6,038			22.5%					
Jan-21	26,802	5,817			21.7%					
Feb-21	26,810	5,643			21.0%					
Mar-21	26,827	5,700			21.2%					
Apr-21	26,642	5,641			21.2%					
May-21	26,830	5,885			21.9%					
Jun-21	26,835	6,156			22.9%					
Jul-21	26,835	6,094			22.7%					
Aug-21	26,860	6,658			24.8%					
Sep-21	26,860	6,663			24.8%					
Oct-21	26,914	6,748			25.1%					
Nov-21	26,898	6,701			24.9%					
Dec-21	26,893	6,579			24.5%					
Restart Collections 2/16/22			322	227	O&L completed 3/1/22 to 3/22/2022.					
Jan-22	26,907	6,648	2,436	812	24.7%	9.1%	3.0%	36.6%	12.2%	33.33%
Feb-22	26,924	6,216	2,277	249	23.1%	8.5%	0.9%	36.6%	4.0%	10.94%
Mar-22	26,898	6,099	1,948	291	22.7%	7.2%	1.1%	31.9%	4.8%	14.94%
Apr-22	26,912	6,189	2,322	271	23.0%	8.6%	1.0%	37.5%	4.4%	11.67%
May-22	26,945	6,328	2,258	261	23.5%	8.4%	1.0%	35.7%	4.1%	11.56%
Jun-22	26,926	6,690	2,430		24.8%	9.0%		36.3%		
Jul-22	26,925	6,481			24.1%					
Aug-22	26,992									
Sep-22	26,998									

 = Indicates "in process"

MINUTES OF MEETING OF THE RESOURCE AND FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, JULY 14, 2022:

A meeting of the Resource and Facilities Committee of the Palmdale Water District was held Thursday, July 14, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Dino called the meeting to order at 7:00 a.m.

1) Roll Call.

Attendance:

Committee:

Vincent Dino, Chair

Scott Kellerman, Committee

Member

Others Present:

Dennis LaMoreaux, General Manager

Adam Ly, Assistant General Manager

Judy Shay, Public Affairs Director

Chris Bligh, Facilities Manager

Scott Rogers, Engineering Manager

Peter Thompson II, Resource & Analytics Dir.

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Kellerman, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held October 21, 2021.

It was moved by Committee Member Kellerman, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Resource and Facilities Committee meeting held October 21, 2021, as written.

5) Reports:

5.1) Resource and Analytics Director Thompson II:

a) 2022 State Water Project Allocation Use and Potential 2023 Allocation.

Resource and Analytics Director Thompson II provided an overview of 2022 water use demand, water uses and evaporation, water supplies from all sources, projections for 2023, the potential for a zero State Water Project allocation in 2023, other potential 2023 water sources, and water use guidelines for other areas.

b) Implementation of Stage 2 of the Water Shortage Contingency Plan.

He then stated that the District has implemented mandatory Stage 2 of the Water Shortage Contingency Plan resulting in three day watering restrictions between 6 p.m. and 10 a.m., water waste patrols resulting in issuing 568 warning door tags, the second round of water waste door tags include a fine with the option of attending a Water Waste Class to waive the fine, there has been ongoing consistent communication with customers, and customers are currently achieving a 25% reduction in water use.

c) Water Conservation and Education Garden.

He then stated that a \$450,000 grant has been received for the construction of the Water Conservation and Education Garden and that the plans are currently in plan check at the City of Palmdale.

He then stated that an item will be presented at the next Regular Board Meeting for sending an expression of interest letter to AVEK for potential participation in their High Desert Water Bank Phase 2 project.

5.2) Engineering Manager Rogers:

a) Littlerock Reservoir Sediment Removal Project.

Engineering Manager Rogers stated that bids for the Littlerock Reservoir Sediment Removal Project are anticipated to be received by July 22; that 17 contractors

expressed interest in the Project; that the bids are for a three year period; and then provided an update on the permitting process.

b) Water Main Replacement Projects.

He then provided an overview on various Water Main Replacement Projects including the near completion of the Stanridge/3rd Street East project, the completion of the Avenue P/10th Street East project, the upcoming Avenue Q-10 project, the upcoming Avenues Q-1, Q-2, Q-4, and Q-5 project, and several projects in the design phase.

c) Palmdale Regional Water Augmentation Project.

1) Demonstration Plan Layout Options.

He then stated that the first phase of this Project is the requirement for a Demonstration Facility, reviewed the process of augmenting the groundwater supply with higher quality treated recycled water from the Palmdale Reclamation Plant, and presented the location of this Facility on District property with two proposed layout options, and after a brief discussion of the layout options and of the lifespan of the Demonstration Facility, the Committee determined Option A is the best option.

2) Process to Find Advanced Water Treatment Plant Property.

He then stated that five acres are needed for a 5MGD plant and would offer room for expansion; that staff identified a potential site; and that property negotiations will be presented to the full Board for consideration in closed session at a later date.

1) Overview of Upcoming Activities.

He then stated that this same information will be presented to the full Board and to the Palmdale Recycled Water Authority Board of Directors; that activity will begin on the test site facility property along with the installation of a recycled water pipeline in Avenue Q from 30th Street East to the District's property near 20th Street East; that environmental work is ongoing; that grants and funding opportunities are being reviewed; and that alternative project delivery options are being reviewed followed by discussion of the timeline for completion of the Demonstration Facility and the full scale project.

5.3) Facilities Manager Bligh:

- a) **Well Rehabilitation.**
- b) **Palmdale Ditch.**

Facilities Manager Bligh provided an overview of six recent well rehabilitation projects, including the equipment being replaced and the cost, and then provided an overview of the recent algae bloom in Palmdale Ditch, staff's efforts to clean the Ditch, and efforts to prevent future algae blooms.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

There was no date set for the next Resource and Facilities Committee meeting.

8) Adjournment.

There being no further business to come before the Resource and Facilities Committee, the meeting was adjourned at 8:11 a.m.



Chair

MINUTES OF REGULAR MEETING OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION, AUGUST 18, 2022.

A regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was held Thursday, August 18, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Parris called the meeting to order at 6:00 p.m.

1) Pledge of Allegiance.

No pledge of allegiance was held.

2) Roll Call.

Attendance:

Robert Parris, Chair
Kathy Mac Laren-Gomez, V. Chr.
Don Wilson, Secretary
Leo Thibault, Treasurer-Auditor
Keith Dyas, Commissioner
Barbara Hogan, Commissioner

Others Present:

Peter Thompson II, General Manager
Tom Barnes, Resources Manager
Dennis Hoffmeyer, Controller
Yecenia Vargas, PWD Asst. General Counsel
James Chaisson, LCID General Manager
Matthew Knudson, AVEK Asst. Gen. Manager
Adam Ly, PWD Asst. General Manager
Audrey Miller, AVEK Board Director
Danielle Henry, Management Analyst
2 members of the public

3) Adoption of Agenda.

It was moved by Commissioner Thibault, seconded by Commissioner Mac Laren-Gomez, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to adopt the agenda, as written:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault - aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

4) Public Comments for Non-Agenda Items.

There were no public comments.

5) Consideration and Possible Action on Minutes of Regular Meeting Held June 9, 2022.

It was moved by Commissioner Dyas, seconded by Commissioner Wilson, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve the minutes of the regular meeting held June 9, 2022, as written:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault - aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan– aye

6) Payment of Bills.

It was moved by Commissioner Thibault, seconded by Commissioner Mac Laren-Gomez, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve payment of the bills received from PWD in the amount of \$3,310.20 for staff services, from ACWA/JPIA in the amount of \$112.50 for the 2022/2023 Cyber Liability Program, from Kennedy/Jenks Consultants in the amounts of \$6,223.75 and \$7,465.00 for professional services associated with the Big Rock Creek Joint Groundwater Recharge Project, from Woodard and Curran in the amounts of \$18,635.00, \$10,805.75 and \$3,047.50 for professional services associated with the 2019 Integrated Regional Water Management Plan update and Disadvantaged Community Involvement (DACI) Program Set Aside Grant, from the Antelope Valley Watermaster in the amounts of \$36,000.00 and \$18,000.00 for the Association's and for the Antelope Valley Regional Water Management Group's cost share of the 2021/2022 United States Geological Survey Joint Funding Agreement, and pass-through payments to AVEK in the amount of \$5,852.50 and to Antelope Valley Resource Conservation District in the amount of \$8,710.00 for Prop. 1 grant funding received from the Department of Water Resources:

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION
AUGUST 18, 2022
REGULAR MEETING

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

7) Consideration and Possible Action on Resolution No. 2022-3 Being a Resolution of the Board of Commissioners of the Antelope Valley State Water Contractors Association Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Antelope Valley State Water Contractors Association for the Period Beginning August 18, 2022 and Ending September 17, 2022 Pursuant to Brown Act Provisions. (General Counsel Trindle/General Manager Thompson II)

It was moved by Commissioner Hogan, seconded by Commissioner Wilson, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve Resolution No. 2022-3 being a Resolution of the Board of Commissioners of the Antelope Valley State Water Contractors Association Ratifying the Proclamation of a State of Emergency by the Governor Issued March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Antelope Valley State Water Contractors Association for the Period Beginning August 18, 2022 and Ending September 17, 2022 Pursuant to Brown Act Provisions:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault - aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

Resolution No. 2022-3 is hereby made a portion of the minutes of this meeting.

8) Presentation on Big Rock Creek Joint Groundwater Recharge Project Draft Feasibility Study. (General Manager Thompson II/Mr. Paul Chau, Kennedy Jenks)

Mr. Paul Chau, of Kennedy/Jenks, provided a detailed presentation on the Big Rock Creek Joint Groundwater Recharge Project Feasibility Study, including the Project

background, the challenges involved, the costs and recharge capacities of the four alternatives, and the rankings and summaries of the two recommended recharge alternatives being Alternative 2 – East Avenue T and East Avenue S Culverts and Alternative 3 - Offsite Recharge Basin and Pipeline.

After a brief discussion of recharge capacities and costs, of the short- and long-term benefits of proceeding with Alternatives 2 and 3 as separate projects, and of potential California Aqueduct East Branch partners, staff was directed to submit the Draft Feasibility Study to the Antelope Valley Watermaster Engineer for review and to explore partnership opportunities with East Branch providers for Alternative 3.

9) Consideration and Possible Action on Authorization of Staff to Release Received Replacement Water Assessments in Accordance with the Replacement Water Plan Approved by the Antelope Valley Watermaster. (General Manager Thompson II)

General Manager Thompson II reviewed the approved Antelope Valley Watermaster Replacement Water Plan and the second Request for Replacement Water in accordance with the 2019 Agreement between the Association and the Watermaster after which it was moved by Commissioner Thibault, seconded by Commissioner Mac Laren-Gomez, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to authorize staff to release the Replacement Water Assessment Fees of \$1,432,552.94 in accordance with the Replacement Water Plan approved by the Antelope Valley Watermaster:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

10) Consideration and Possible Action on Approval of Resolution No. 2022-4 Being a Resolution of the Commissioners of the Antelope Valley State Water Contractors Association Authorizing Completion and Submission of California Fair Political Practices Commission Biennial Notice Regarding the Conflict of Interest and Disclosure Code for the Antelope Valley State Water Contractors Association. (General Counsel Trindle/General Manager Thompson II)

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION
AUGUST 18, 2022
REGULAR MEETING

Assistant General Counsel Vargas provided a brief overview of the California Fair Political Practices Commission Biennial Notice requirement and stated that the Association's Conflict of Interest Code was updated in 2019 and that no additional updates are required after which it was moved by Commissioner Mac Laren-Gomez, seconded by Commissioner Dyas, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to approve Resolution No. 2022-4 Being a Resolution of the Commissioners of the Antelope Valley State Water Contractors Association Authorizing Completion and Submission of California Fair Political Practices Commission Biennial Notice Regarding the Conflict of Interest and Disclosure Code for the Antelope Valley State Water Contractors Association:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

Resolution No. 2022-4 is hereby made a portion of the minutes of this meeting

11) Consideration and Possible Action on Acceptance and Filing of Audit for Year ended June 30, 2021. (Controller Hoffmeyer)

Controller Hoffmeyer provided a detailed overview of the Association's audit for year ended June 30, 2021 after which it was moved by Commissioner Thibault, seconded by Commissioner Dyas, and unanimously carried by all members of the Board of Commissioners present at the meeting on the following roll call vote to accept and file the Association's audit for year ended June 30, 2021:

Chair Parris – aye
Commissioner Mac Laren-Gomez – aye
Commissioner Thibault – aye
Commissioner Wilson – aye
Commissioner Dyas – aye
Commissioner Hogan – aye

12) Report of General Manager.

a) Status Updates:

1) Antelope Valley Watermaster Meetings.

General Manager Thompson II reported that selection of a third-party Watermaster administrator will be considered at the meeting to be held on August 24, 2022; that the 2021 Annual Report was approved and filed with the Department of Water Resources; that a presentation on AVEK's High Desert Water Bank was provided to the Watermaster Board; and that the Watermaster Board authorized letters of appreciation to the City of Palmdale, City of Lancaster, Board of Supervisors, and Los Angeles Sheriff's Department regarding their efforts in monitoring and action against water theft.

2) Antelope Valley and Fremont Basin IRWMP Stakeholder Meetings.

He then reported that staff continues to work with Woodard and Curran on the grant administration for the Urban and Multi-Benefit Drought Relief Disadvantaged Community Involvement (DACI) and Proposition 1 grant programs; that a meeting was held on July 13, 2022 to discuss projects and timing for Prop. 1 Round 2 grant opportunities; that the projects submitted for Prop. 1 Round 2 will be discussed at the meeting to be held on September 14, 2022; and that the three rounds of payments received from the Department of Water Resources for the Prop. 1 grant projects have been disbursed to the Project proponents.

There was no report on the Fremont Basin IRWMP.

3) Mutual Response Agreement for Antelope Valley Agencies.

He then reported that the Mutual Response Group for Antelope Valley Agencies (AV MRG) met on July 26, 2022; that the AV MRG participants approved a boundary map based on the service boundaries of the Association's member agencies; that a tabletop exercise will be scheduled before the next AV MRG meeting; that Coordinator Shere is working with the participating agencies to develop a shareable assets list; and that the proposed amendment to the Agreement for reduced insurance liability requirements for mutual water companies was rescinded due to lack of support.

After a brief discussion of a separate agreement for mutual aid between the Association's member agencies and the mutual water companies, of liability insurance requirements and shared claim coverage, and of State Water Project tax revenues, staff was directed to contact ACWA/JPIA for clarification on liability requirements and potential risks involved with this proposed agreement.

4) Letter of Support for City of Lancaster's Farm to School Grant Application.

He then reported that staff provided a letter of support for the City of Lancaster's Farm to School grant application which includes a community kitchen and hydroponic demonstration garden at the AV Fairgrounds.

He then stated that staff is coordinating a future presentation on the Delta Conveyance Project and that the Big Rock Creek Joint Recharge Project Final Feasibility Study is anticipated to be ready for presentation at the December Association meeting.

13) Report of Controller.

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

Controller Hoffmeyer provided an overview of the Association's revenue, expenses and change in net position for the month ending July 31, 2022 and stated that all 2022/2023 member agency contributions have been received.

14) Reports of Commissioners.

Commissioner Mac Laren-Gomez thanked General Manager Thompson II for providing a letter of support for the City of Lancaster's Farm to School grant application.

There were no further reports of Commissioners.

15) Report of Attorney.

Assistant General Counsel Vargas reported that AB1944 regarding remote teleconference meetings has expired and that AB2449 regarding remote teleconference participation with the requirement of an in-person quorum is still in discussion.

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION
AUGUST 18, 2022
REGULAR MEETING

16) Commission Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

17) Consideration and Possible Action on Scheduling the Next Association Meeting October 13, 2022.

After a brief discussion, it was determined that the next regular meeting of the Association will be held on October 13, 2022, at 6:00 p.m.

18) Adjournment.

There being no further business to come before the Commissioners, the regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association was adjourned at 7:49 p.m.



Secretary

RESOLUTION NO. 2022-3

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY THE GOVERNOR ISSUED MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION FOR THE PERIOD BEGINNING AUGUST 18, 2022 AND ENDING SEPTEMBER 17, 2022 PURSUANT TO BROWN ACT PROVISIONS.

WHEREAS, the Antelope Valley Water Contractors Association (“AVSCWA”) is committed to preserving and nurturing public access and participation in meetings of the Board of Commissioners; and

WHEREAS, all meetings of AVSCWA’s legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch AVSCWA’s legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

WHEREAS, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within AVSCWA’s boundaries, caused by natural, technological, or human-caused disasters; and

WHEREAS, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

WHEREAS, such conditions now exist in AVSCWA, specifically, a State of Emergency has been proclaimed by the Governor of the State of California on March 4, 2020 in response to the global outbreak of the novel Coronavirus disease (“COVID-19”); and

WHEREAS, meeting in person would present an imminent risk to the health and safety of attendees due to the continued impact of the COVID-19 pandemic; and

WHEREAS, the Board of Commissioners does hereby find that a State of Emergency has been proclaimed as a result of the threat of COVID-19 and the contagious nature of COVID-19 have caused, and will continue to cause, conditions of peril to the safety of persons within AVSCWA that are likely to be beyond the control of services, personnel, equipment, and facilities of AVSCWA, and desires to ratify the proclamation of state of emergency by the Governor of the State of California; and

WHEREAS, such conditions now exist in AVSCWA, specifically County of Los Angeles Department of Public Health – Order of the Health Officer issued April 21, 2022 and effective April 22, 2022, the State Public Health Officer Order – Beyond the Blueprint last updated June 8, 2022, Beyond the Blueprint for Industry and Business Sectors updated as of May 2, 2022, strongly recommending continued use of face masks while indoors in general, regardless of vaccination status, and requiring the continued use of face masks for indoor settings with higher risks for transmission, due to the evidence of increasing

01184.0011/806109.2

transmission of COVID-19 within the County and worldwide, particularly due to the Omicron variant of the virus. Further, County health orders and guidance incorporates a variety of local, state, and federal declarations, proclamations, guidance, and recommendations, including continued social distancing of six (6) feet from others, especially while indoors, and especially while indoors for extended periods of time; and

WHEREAS, as a consequence of the imminent risks to the health and safety of attendees due to the continued impact of the COVID-19 pandemic, the Board of Commissioners does hereby find that the legislative bodies of the AVSCWA shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953.

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Finding of Imminent Risks. The Board hereby finds that meeting in person would present imminent risks to the health and safety of attendees due to the serious and contagious nature of COVID-19.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of a State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The staff, General Manager, and legislative bodies of AVSWCA are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) September 17, 2022, which is 30 days from the adoption of this Resolution, or (ii) such time the Board of Commissioners adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of the Antelope Valley State Water Contractors Association may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

PASSED AND ADOPTED by the Board of Commissioners of the Antelope Valley State Water Contractors Association this 18th day of August, 2022, by the following vote:

AYES: Chair Parris, Commissioners Mac Laren-Gomez, Thibault, Wilson, Dyas, Hogan

NOES: None.

ABSENT: None.

ABSTAIN: None.


Robert Parris, Chair

ATTEST:



Don Wilson, Secretary

APPROVED AS TO FORM:



Aleshia & Wynder, LLP, General Counsel

RESOLUTION NO. 2022-4

RESOLUTION OF THE COMMISSIONERS OF THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION AUTHORIZING COMPLETION AND SUBMISSION OF CALIFORNIA FAIR POLITICAL PRACTICES COMMISSION BIENNIAL NOTICE REGARDING THE CONFLICT OF INTEREST AND DISCLOSURE CODE FOR THE ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

WHEREAS, the Political Reform Act (“Act”), Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, under the Act, the Antelope Valley State Water Contractors Association (“Association”) must biennially review the Association’s Conflict of Interest and Disclosure Code (“Code”) and internal organization to determine: (i) whether any position that has been added to the Association constitutes a designated position under the Code; or (ii) whether the duties of any existing position that is currently not a designated position have changed such that the position now constitutes a designated position under the Association’s Code; and


WHEREAS, the Association’s Code was last approved by the Fair Political Practices Commission effective February 19, 2019; and

WHEREAS, in its biennial review of its Code and internal organization, it was determined by the Association that there are no changes to the internal organization of the Association requiring amendment of the Code.

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Antelope Valley State Water Contractors Association do hereby find no revisions are necessary to their Conflict of Interest and Disclosure Code setting forth the disclosure categories and designated positions within the Association and their disclosure obligations as set forth on the attached Exhibit 1.

BE IT FURTHER RESOLVED, the General Manager, or their designee, is authorized to complete, execute, and submit the 2022 Biennial Notice to the Fair Political Practices Commission (FPPC) verifying that amendments to the Code are not required.

PASSED AND ADOPTED at a regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association held on August 18, 2022.


Robert Paffis, President

ATTEST:



Don Wilson, Secretary

**CERTIFICATE OF THE SECRETARY OF THE
ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION**

I, the undersigned, do hereby certify:

1. I am the duly elected and acting Secretary of the Antelope Valley State Water Contractors Association.

2. The foregoing Resolution promulgating the Conflict of Interest and Disclosure Code of the Antelope Valley State Water Contractors Association was adopted at a regular meeting of the Commissioners of the Antelope Valley State Water Contractors Association held on August 18, 2022.

IN WITNESS WHEREOF, I have executed the Certificate as Secretary of the Agency the 18th day of August, 2022.



Commissioner Secretary

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 13, 2022:

A meeting of the Personnel Committee of the Palmdale Water District was held Tuesday, September 13, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Mac Laren-Gomez called the meeting to order at 9:05 a.m.

1) Roll Call.

Attendance:	Others Present:
Committee:	Dennis LaMoreaux, General Manager
Kathy Mac Laren-Gomez, Chair	Adam Ly, Assistant General Manager
Scott Kellerman,	Dennis Hoffmeyer, Finance Manager
Committee Member	Angelica Barragan-Garcia, Human Resources Director
	Danielle Henry, Management Analyst
	0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Kellerman, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held August 31, 2022.

It was moved by Committee Member Kellerman, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held August 31, 2022, as written.

4.2) Consideration and Possible Action on a Recommendation on the District's Policy Regarding Medical Benefits. (Budget Impact – To Be Determined – Human Resources Director Barragan-Garcia)

Human Resources Director Barragan-Garcia provided an overview of the benefit plans and premium changes for 2023 and staff's recommendation of changing from the Advantage Lower Cost Family Plan to the Kaiser High Deductible Plan (CDHP) for the District's 2023 medical benefit coverage base plan to reduce the number of employees that would have out-of-pocket contributions, and after a brief discussion of open enrollment and the additional budget cost, it was moved by Committee Member Kellerman, seconded by Chair Mac Laren-Gomez, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to change from the Advantage Lower Cost Family Plan to the Kaiser High Deductible Plan (CDHP) for the District's 2023 medical benefit coverage and that this item be presented to the full Board for consideration at the September 26 Regular Board Meeting.

5) Reports:

5.1) Human Resources Director Barragan-Garcia:

a) Other.

Human Resources Director Barragan-Garcia provided an overview of the holiday event options that were included in a recent staff survey and then stated that the Holiday Committee will proceed with planning based on the top survey choice being a gift card and off-site dinner.

She then provided an update on the District's two new Service Workers and Plant Operator and stated that interviews for the Facilities Manager will be held on September 22 followed by a brief discussion of pending litigation regarding COVID pay and Board Room equipment upgrades that will be necessary to accommodate amended Brown Act teleconferencing requirements.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) **Date of Next Committee Meeting.**

After a brief discussion, it was determined that the next Personnel Committee meeting will be held October 12, 2022 at 1:00 p.m.

8) **Adjournment.**

There being no further business to come before the Personnel Committee, the meeting was adjourned at 9:25 a.m.


Chair

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 21, 2022:

A meeting of the Finance Committee of the Palmdale Water District was held Wednesday, September 21, 2022, at 2029 East Avenue Q, Palmdale, CA 93550 and via teleconference. Chair Wilson called the meeting to order at 1:38 p.m.

1) Roll Call.

Attendance:

Committee:

Don Wilson, Chair

Gloria Dizmang, Committee Member

Others Present:

Dennis LaMoreaux, General Manager

Adam Ly, Assistant General Manager

Dennis Hoffmeyer, Finance Manager

Judy Shay, Public Affairs Director

Diana Gunn, Accounting Supervisor

Bob Egan, Financial Advisor

Danielle Henry, Management Analyst

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dizmang, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to adopt the agenda, as written.

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

4) Action Items: (The Public Shall Have an Opportunity to Comment on Any Action Item as Each Item is Considered by the Committee Prior to Action Being Taken.)

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held August 17, 2022.

It was moved by Committee Member Dizmang, seconded by Chair Wilson, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Finance Committee meeting held August 17, 2022, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of August 2022. (Financial Advisor Egan)

Financial Advisor Egan provided an overview of the monthly Major Account Activity Report, Investment Funds Report, and Cash Flow Statement through August 2022, including assessments received, increased interest, an increase to the Rate Stabilization Fund, scheduled bond payments, and the projected year-end balance.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for August 2022. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer reviewed in detail the balance sheet, profit and loss statement, quarterly comparison report, departmental budgets versus actual, and individual departmental budgets for the period ending August 2022 and stated that most departments are operating at or near the historical trend average of 65.8% for revenues, the historical trend average of 66% for expenses, and the traditional budgetary percentage of 66.7% followed by discussion of the District's increased material costs, projected assessments, and pass-through funds.

4.4) Discussion and Overview of Committed Contracts Issued. (Finance Manager Hoffmeyer)

Finance Manager Hoffmeyer provided an overview of the Contractual Commitments and Needs Report for new and replacement capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, and projects paid out through the 2018A Series and 2021A Series Water Revenue Bonds through August 2022.

5) Reports.

5.1) Finance Manager Hoffmeyer:

a) The Effect of COVID-19 Event.

Finance Manager Hoffmeyer stated that due to COVID-19 events, as of August 2022, there were 878 single family accounts with a balance of \$50 or more and over sixty days past due with a total past due amount of \$303,142, which is a decrease of 4.67%

from prior months; that one year ago, there were 1,669 accounts meeting this criteria with an amount owing of \$1,080,784; and that staff continues to offer payment arrangements encouraging the payment of outstanding balances.

b) Revenue Projections.

He then stated that based on selling 17,000 AF of water, 2022 revenue is behind projections by approximately \$527,700 as of August 2022 due to conservation efforts.

c) Discussion of 2023 Budget.

He then provided a detailed overview of staff's recommendations for the basis of the 2023 Budget, the timeline, the CPI, and healthcare costs.

5.2) Financial Advisor Egan:

a) Debt Service Coverage Status.

Financial Advisor Egan stated that the Debt Service Coverage for September 2021 to August 2022 is 2.24, which will have a minor adjustment due to the Rate Stabilization Fund transfer.

5.3) Other.

Finance Manager Hoffmeyer reviewed the amount owed the general fund from the capital improvement fund, the amount collected through the water supply side of the capital improvement fee structure, and offsets to the recharge project from these amounts.

He then stated that the Rate Adjustment Program for 2023 will be presented to the Committee to consider increasing the amount of customers served by the Program followed by discussion of SB222, which will set up a statewide program for assistance.

There were no other items to report.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) **Date of Next Committee Meeting.**

It was determined that the next Finance Committee meeting will be held October 18, 2022 at 1:30 p.m.

8) **Adjournment.**

There being no further business to come before the Finance Committee, the meeting was adjourned at 2:31 p.m.

A handwritten signature in black ink, appearing to read "ROUSE", is written above a horizontal line.

Chair

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: October 19, 2022 **October 24, 2022**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: *AGENDA ITEM NO. 8.3.a – OCTOBER 2022 GENERAL MANAGER REPORT*

The following is the October 2022 report to the Board of activities through September 2022. It is organized to follow the District's 2020 Strategic Plan approved in August 2020 and composed of six strategic initiatives. The initiatives follow for reference. It is intended to provide a general update on the month's activities.

PWD 2020 STRATEGIC PLAN SUMMARY



Water Resource Reliability: *Resilience, Development, Partnership*

Support and participate with local agencies in the development of projects and policies that improve water reliability

Expand the recycled water distribution system for both public access and construction water

Continue the Palmdale Regional Groundwater Recharge and Recovery Project to maximize state and federal funding opportunities

Support projects and initiatives that increase the resilience of the State Water Project

Expand access to available water supplies to increase drought resiliency, develop water storage projects, and improve the ability to capture groundwater, local surface water, and recycled water

Update the 2010 Strategic Water Resources Plan and Water Supply Fee to ensure funding for needed projects

Strengthen stakeholder relationships and implement Littlerock Dam and Reservoir sediment removal



Organizational Excellence: *Train, Perform, Reward*

Offer competitive compensation and benefits package for employee recruitment and retention

Focus Succession Planning Program on ensuring an overlap of training for key positions

Continue providing transparency to our ratepayers

Promote and support leadership training and professional development programs to enhance the District's customers' experience

Ensure employees are trained on the Strategic Plan and the District's Values of Diversity, Integrity, Teamwork, and Passion

Improve safety for Directors, employees, and customers

Develop career paths at the District for interns and pursue state and federal funding for intern programs

Involve employees in community engagement and professional platforms



Systems Efficiency: *Independence, Technology, Research*

Explore energy independence and evaluate the feasibility of energy options, including wind and solar

Incorporate more energy efficient technologies into the District's infrastructure

Advance new technologies to increase treatment efficiencies, including the use of Granular Activated Carbon (GAC)

Research state-of-the-art treatment techniques to help with systems efficiency and flexibility in using recycled water and surface water

Enhance technologies to increase efficiencies

Re-evaluate Lake Palmdale by-pass pipeline and pursue funding options

Improve Palmdale Ditch to reduce water loss



Financial Health and Stability: *Strength, Consistency, Balance*

Pursue grant funding for District projects and operations

Maintain the five-year financial plan adopted as part of the 2019 Water Rate Study, including the five-year Capital Improvement Plan

Build adequate reserve levels and achieve high-level bond rating

Seek potential revenue sources from vacant District properties

Monitor finances, operations, and projects affected by emergencies

Digitize and document departmental workflows



Regional Leadership: *Engage, Lead, Progress*

Increase involvement with water, business, and community partnerships

Provide opportunities for local businesses to contract with the District

Expand the Greater Antelope Valley Water Emergency Coalition by continuing to collaborate with neighboring water agencies and moving to include more agencies outside of the Antelope Valley

Develop working relationships and mutually beneficial projects with other water agencies in the District's state and federal representatives' districts

Develop events or activities with lessees of District properties

Host a 100th anniversary celebration for a fully re-opened Littlerock Dam and Reservoir recreation area in 2024



Customer Care, Advocacy and Outreach: *Promote, Educate, Support*

Enhance customers' experience through communication and feedback

Evaluate, develop, and market additional payment options

Develop the District's Public Outreach Plan and increase public awareness of current programs and services

Develop partnerships with various agencies to distribute information about resources available to the public

Engage elected officials and the public on the importance of local, state, federal, and global water reliability issues

Expand the District's social media platforms and find new avenues to share information and news

Plan and convert to an Advanced Metering Infrastructure (AMI) to increase customers' knowledge of water use

Continue to promote and expand school water education programs

Overview

This report also includes charts that show the effects of the District's efforts in several areas. They are organized within each strategic initiative and include status of the State Water Resources Control Board's (SWRCB) former long-term conservation orders (20 x 2020), the District's total per capita water use trends, 2022 actual water production and customer use graph, mainline leaks, and the water loss trends for both 12- and 24-month running averages.



Water Resource Reliability *Resilience, Development, Partnership*

This initiative includes conservation efforts, water supply projects, and water planning.

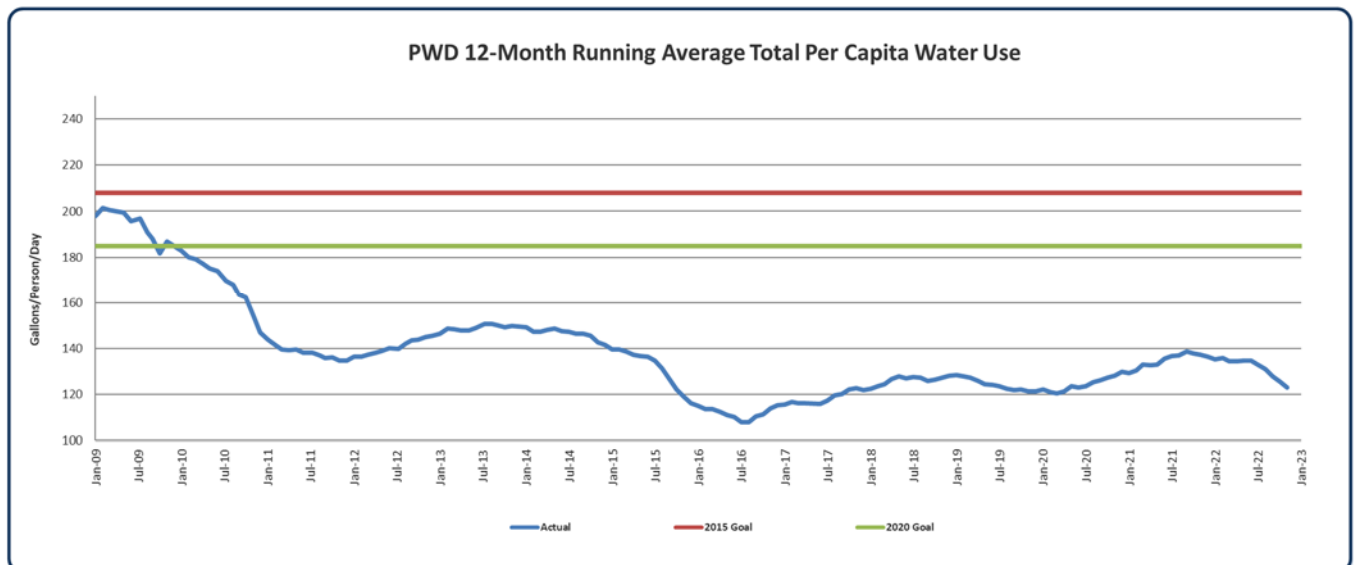
Recent highlights are as follows:

Overall Water Use Goals and Compliance

The 20 x 2020 per capita reduction goals passed by the legislature in 2009 with new long-term water budgeting requirements were replaced with new requirements and water agency water budgets. These follow through on the “Making Water Conservation a California Way of Life” plan. The District expects to easily comply with the new requirements as they are based on the same philosophy as the District’s water budget rate structure.

The 2020 Urban Water Management Plan was adopted by the District in June 2021. It does not relate the District’s water use to the upcoming agency water budget. Until these criteria are finalized, the customers’ performance is shown in this report using the 20 x 2020 requirements.

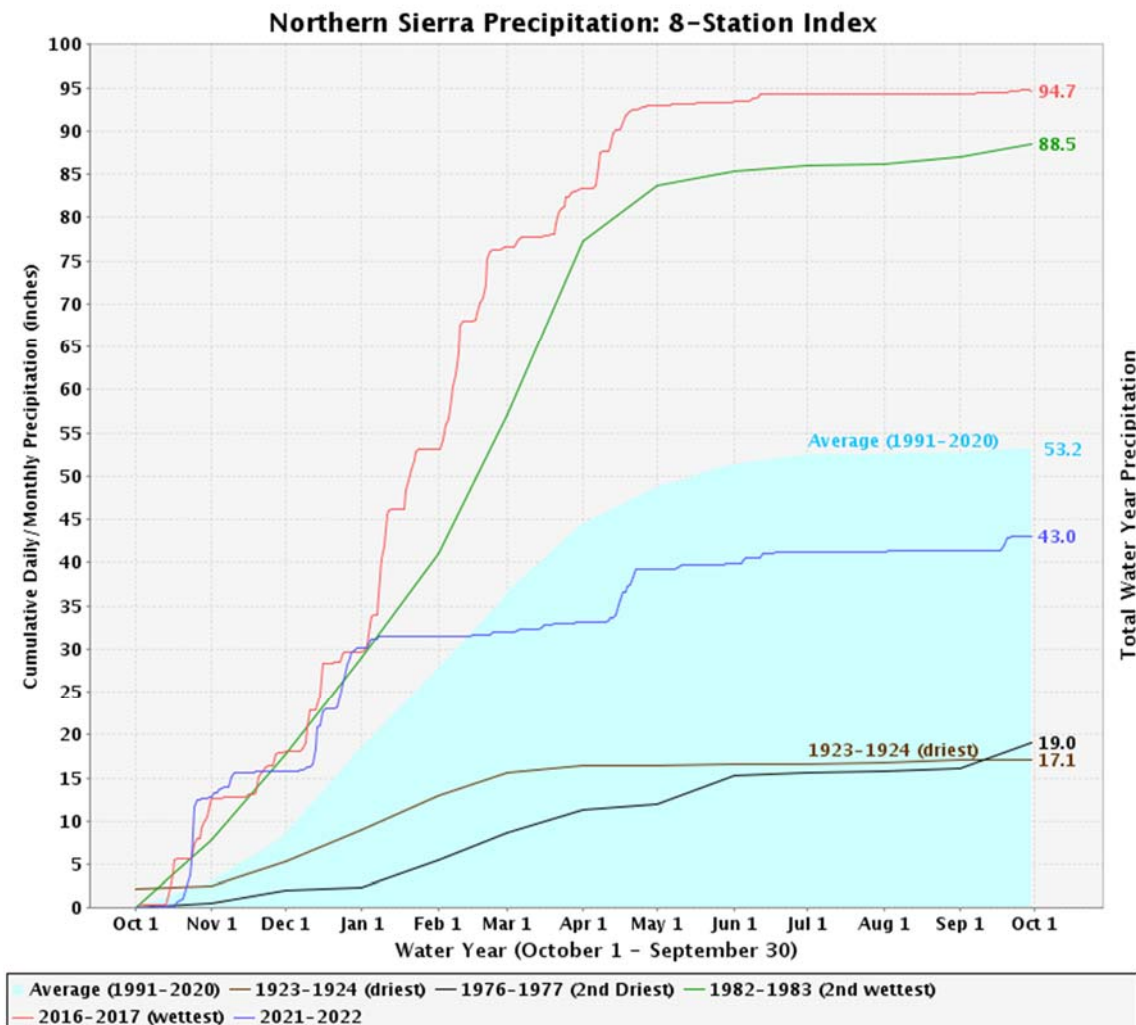
The District’s compliance with the former 20 x 2020 law is evident from the chart titled “PWD 12-Month Running Average Total Per Capita Water Use:”



The District’s customers have cut their water use by **46.8%** from the baseline number of 231 re-established in the 2020 Urban Water Management Plan and met the 2020 Goal in early 2010. The current Metered-GPCD is 123 showing our customers’ reduced usage.

2022 Water Supply Information – Extremely Dry Year

- The AV Adjudication is now entering its seventh year, and the reduction to the native safe yield is in its fifth year. The District’s native groundwater right is 2,769.63 AF. The District’s 2022 groundwater rights are 8,097.26 AF with 8,775.65 AF of Carryover production rights from prior years for a total of 16,872.91 AF. This is more than the District’s existing wellfields can pump.
- The 2022 Water Resources Plan is set at this point. Precipitation in the area that contributes to the State Water Project is at 0% of average for the 2022-2023 Water Year (October through September). The 2021-2022 Water Year ended in September at 81% of average. The SWP allocation was finalized to 5% in March 2022. This is the first time the SWP has had two consecutive years of a 5% allocation. The District secured other water sources as needed for 2022 including the SWC Dry Year Program, Yuba Accord Water, third-party water, and exchanges. The current precipitation and state reservoir storage as of Monday, October 17, 2022, are as follows:



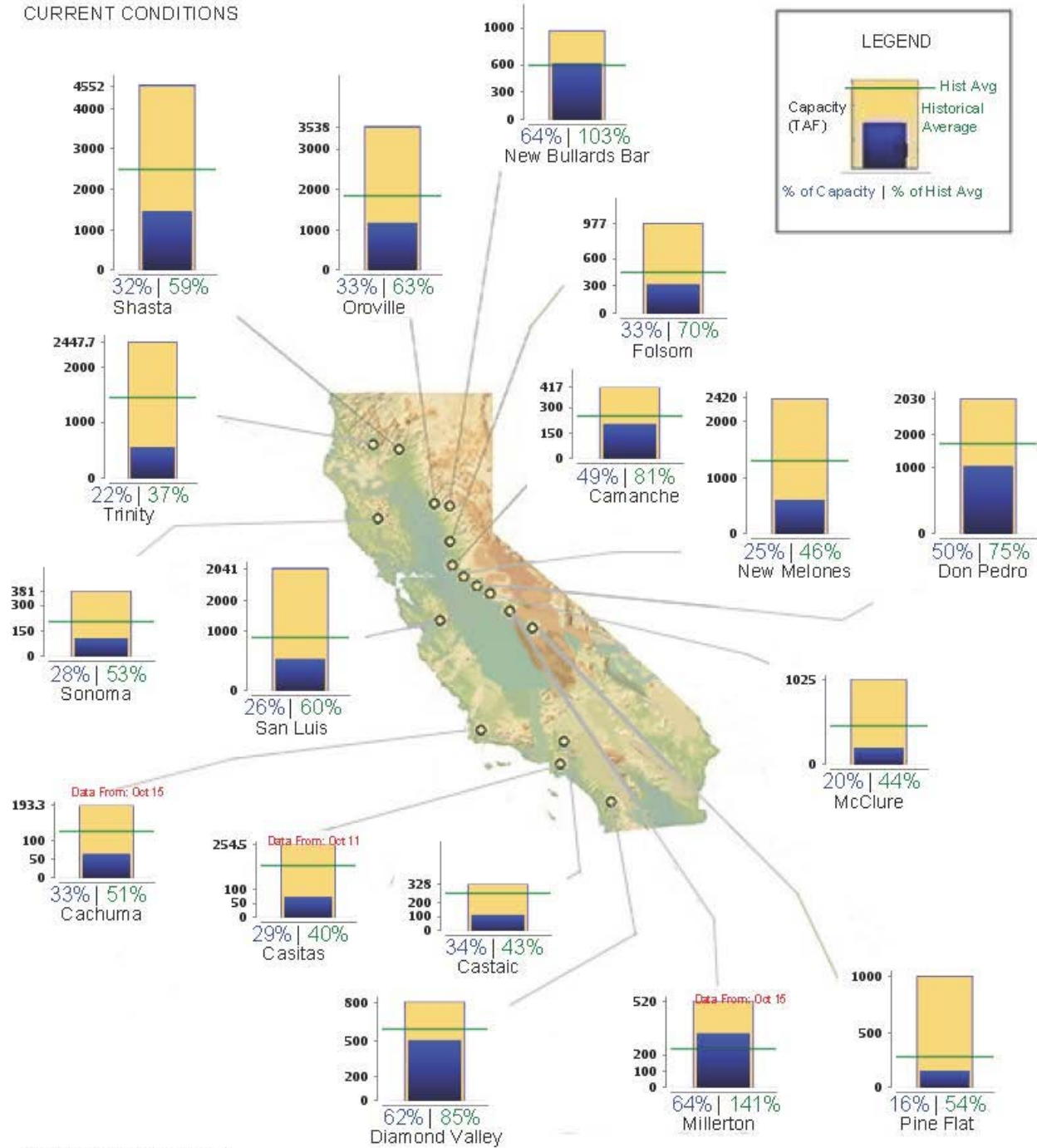


CURRENT RESERVOIR CONDITIONS

CALIFORNIA MAJOR WATER SUPPLY RESERVOIRS

Midnight - October 16, 2022

CURRENT CONDITIONS

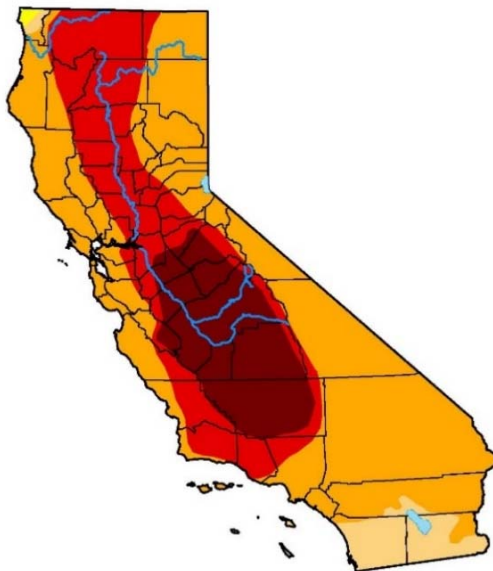


Updated 10/17/2022 10:48 AM

2021-2022 Drought and District Response

- It is easy to see this year’s conditions are getting worse. The following map of California shows the levels of drought in the state as of September 13, 2022 and October 11, 2022. There has been little change in the last month. This map is updated on a weekly basis and provides information that can help the District’s drought planning.

**U.S. Drought Monitor
California**



September 13, 2022
(Released Thursday, Sep. 15, 2022)
Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.00	100.00	99.77	94.06	40.91	16.57
Last Week 09-06-2022	0.00	100.00	99.76	97.52	40.18	16.57
3 Months Ago 06-14-2022	0.00	100.00	99.79	97.48	59.81	11.59
Start of Calendar Year 01-04-2022	0.00	100.00	99.90	87.62	16.60	0.84
Start of Water Year 09-26-2021	0.00	100.00	100.00	93.93	87.88	45.66
One Year Ago 09-14-2021	0.00	100.00	100.00	93.93	87.94	45.66

Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

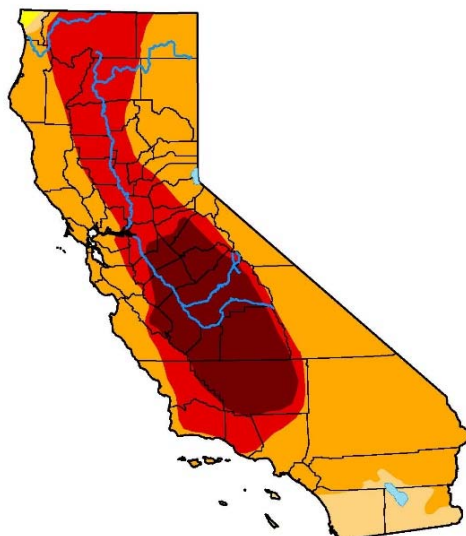
Author:

David Simeral
Western Regional Climate Center



droughtmonitor.unl.edu

**U.S. Drought Monitor
California**



October 11, 2022
(Released Thursday, Oct. 13, 2022)
Valid 8 a.m. EDT

Drought Conditions (Percent Area)

	None	D0-D4	D1-D4	D2-D4	D3-D4	D4
Current	0.00	100.00	99.77	93.99	40.91	16.57
Last Week 10-04-2022	0.00	100.00	99.77	94.02	40.91	16.57
3 Months Ago 07-19-2022	0.00	100.00	99.80	97.48	59.81	12.74
Start of Calendar Year 01-04-2022	0.00	100.00	99.90	87.62	16.60	0.84
Start of Water Year 09-27-2022	0.00	100.00	99.76	94.01	40.91	16.57
One Year Ago 10-12-2021	0.00	100.00	100.00	93.93	87.18	45.66

Intensity:



The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Brad Pugh
CPC/NOAA

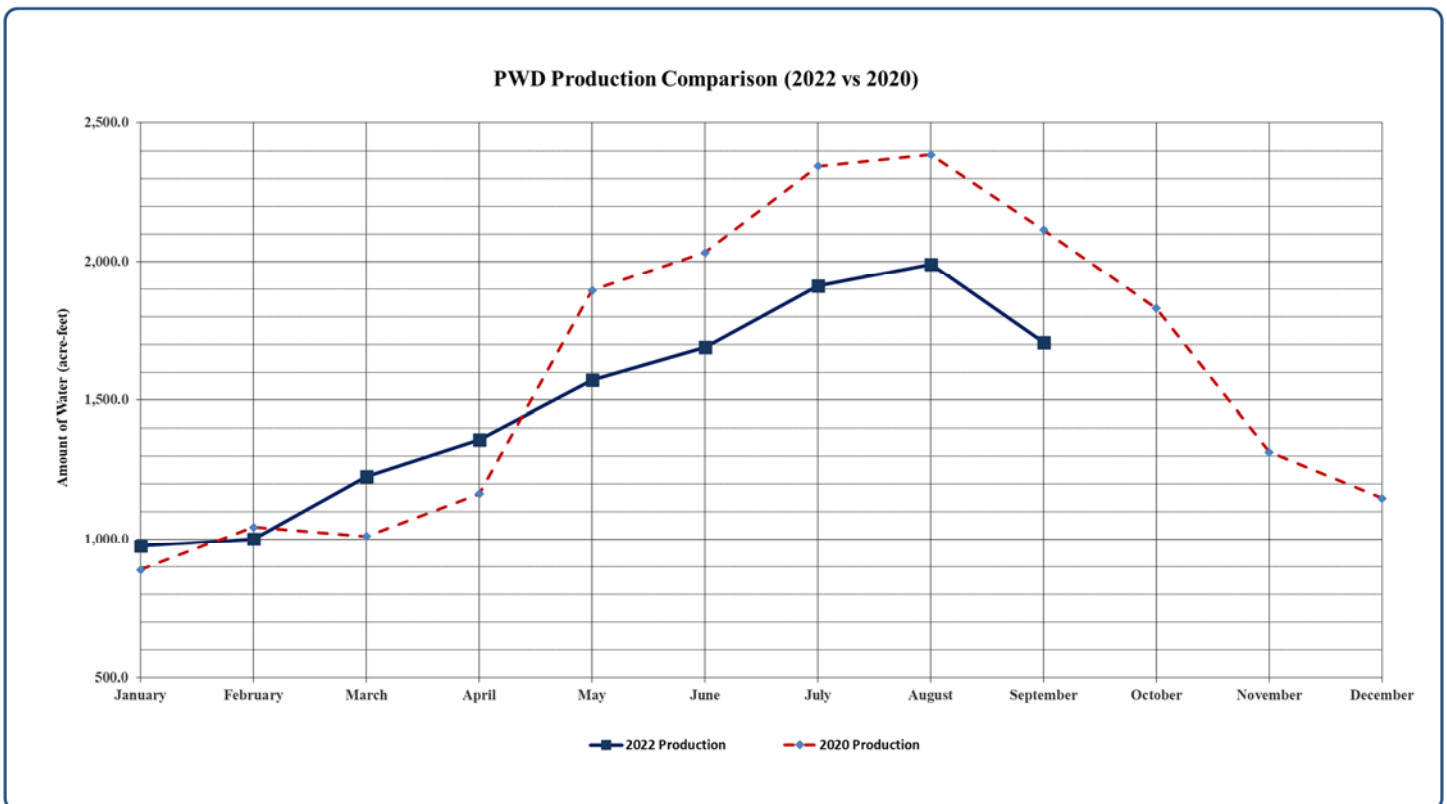


droughtmonitor.unl.edu

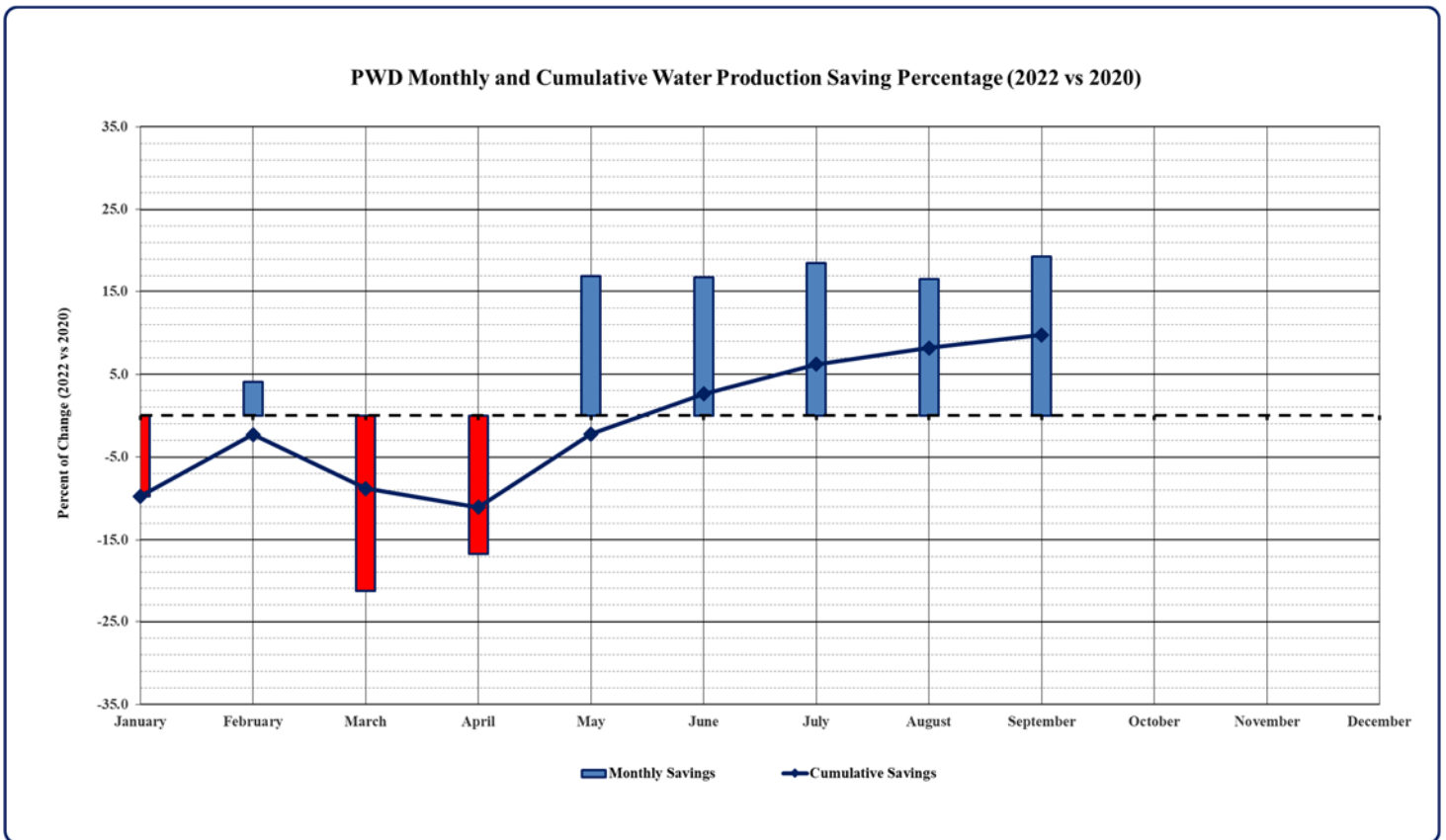
- The Board approved moving into mandatory conservation on April 11, 2022 by enacting Stage 2 at 20% reduction compared to 2020 water use. The goal of these actions is to reduce water use by 3,000 AF from May to the end of the year. 1,450 AF have been saved through September. The following table summarizes water use through August 31, 2022 as compared to the same period in 2020. 2022 water production is currently 9.7% below the same time in 2020.

Year to Date Comparisons								
Year to Date Through:	Total Prod. (ac.-ft.)	Total Billed (ac.-ft.)	Water Loss			Aver. Active Connections	Aver. Gallons per Conn./month	Aver. Per Cap. Use (gal/day/per.)
			(ac.-ft.)	(%)	(12 mo %)			
September 30, '20	14,886.2	12,921.9	1,964.3	13.2	9.9	26,775	17,467	130.9
September 30, '22	13,435.8	12,239.3	1,196.5	8.9	7.4	26,990	16,415	122.8
Increase	-1,450.4	-682.6	-767.8	-4.3	-2.5	215	-1,052	-8.1
% Increase	-9.7	-5.3	-39.1	-32.5	-25.2	0.8	-6.0	-6.2
5 yr. Average (17-21)	14,476.9	12,729.5	1,747.4	12.1	8.9	26,736	17,233	129

One thing the “Year to Date Comparison” table does not do is show a comparison of individual months in 2022 versus 2020. The following graphs help to show that comparison. The first graph, “PWD Production Comparison (2022 vs 2020)”, shows the monthly water production in both 2022 and 2020. It should be noted that rain in early 2020 reduced water production in March and April. Water production in 2022 followed a more typical pattern.



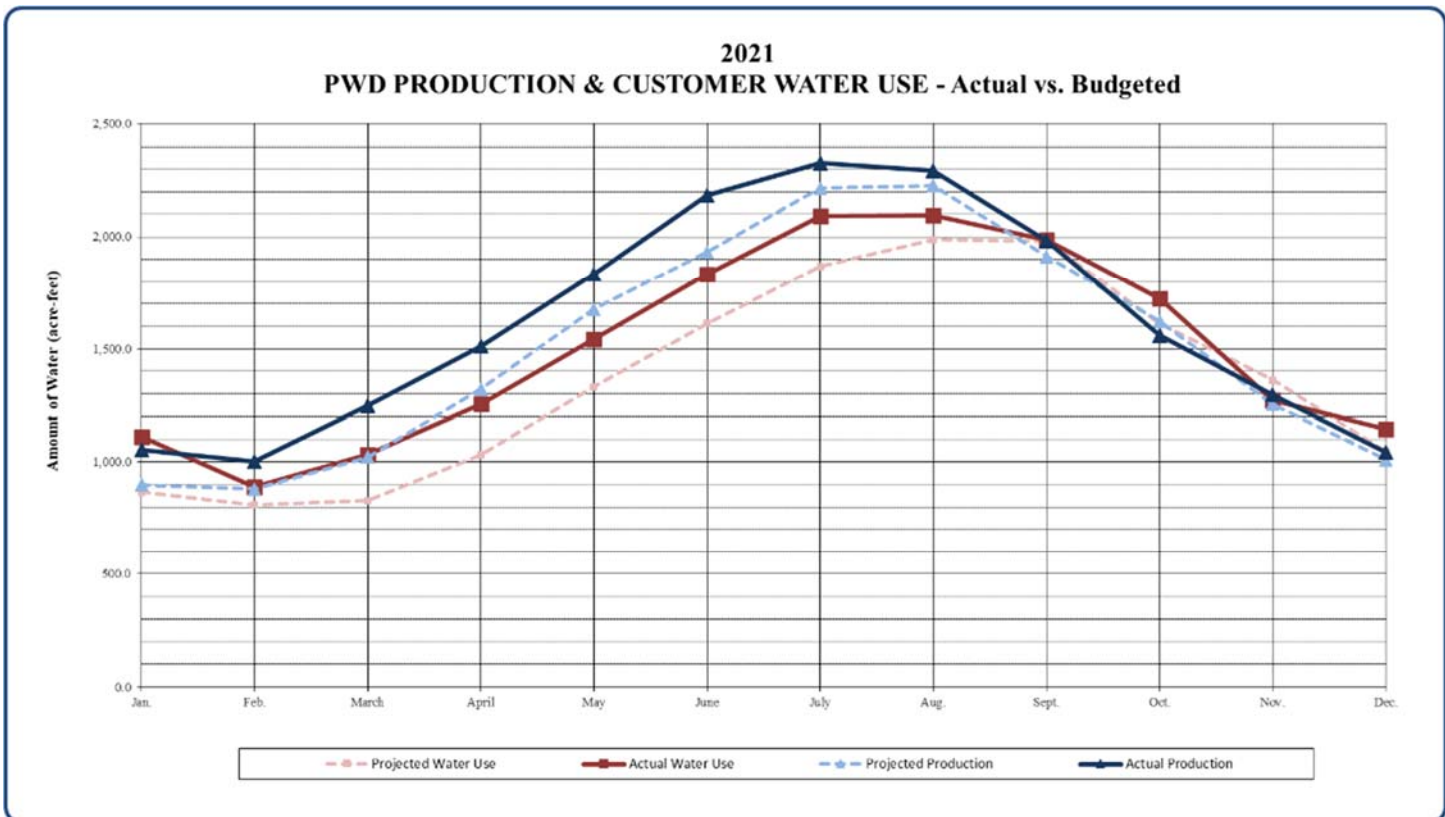
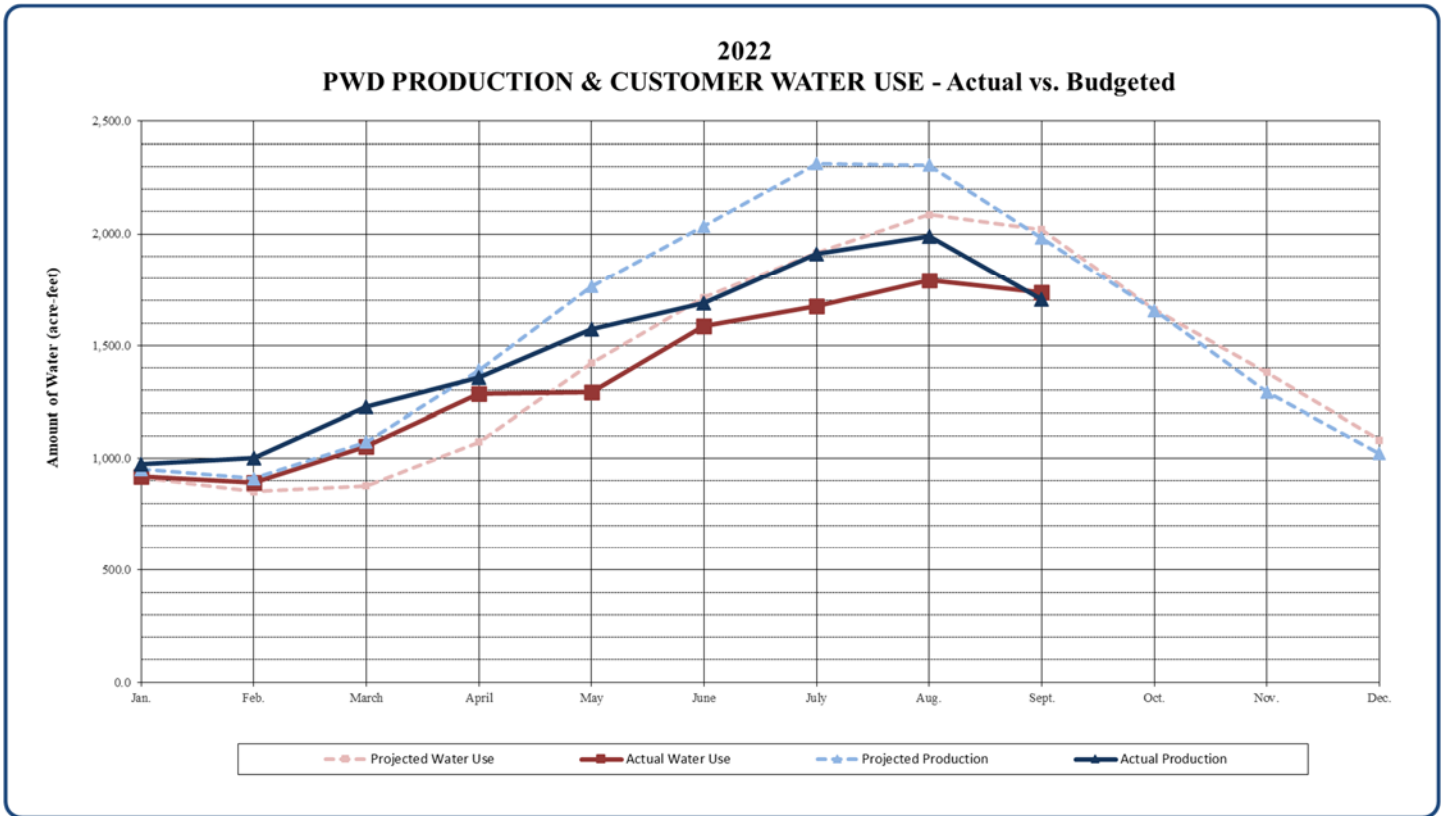
The second graph, “PWD Monthly and Cumulative Water Production Saving Percentage (2022 vs. 2020), illustrates the difference between each month in 2022 and 2020. Less production, or **savings**, in 2022 is shown in **blue** and more production is shown in **red**. This shows that customers are responding to the drought from May to September, with **19.3%** in savings in September. It also shows the cumulative savings from January 1 through September 30. It is moving in the right direction at **9.7%** less water production in 2022 than in 2020.



2022 Water Use Information

- The following graph is the projected monthly water consumption and production for 2022 based on the prior five years of actual monthly information. The projected total consumption is based on the 2022 Budget amount of 17,000 AF, a 5.5% reduction from 2021 actual water use. The new estimated consumption amount due to the drought conservation measures is 16,360 AF or 640 AF less. This is a projected reduction of 9.0% from 2021.

Actual amounts are shown through August. The 2021 graph shows the projected and actual water use last year. Customer water use was 17,983.6 AF in 2021. This is the most water used by customers since 18,127 AF in 2014, before the 2015-2017 drought.



Other Items

- The Littlerock Reservoir Sediment Removal Project (Project) Environmental Impact Report/Environmental Impact Statement (EIR/EIS) was fully approved in 2017. The Project consists of three phases. The Grade Control Structure is Phase 1 and was completed in January 2020.

Phase II is the removal of 1.2 million cubic yards (CY) of sediment from the reservoir. Staff worked with Aspen Environmental to secure all the necessary permits for this year from Labor Day through December. The project was advertised, and bids were opened for the full first year of sediment removal. However, the bids were rejected due to the high costs. Staff negotiated with interested contractors on a smaller project for 2022, and the Board approved a contract with ICS. Work began the week of September 12, 2022 with mobilization and site preparation. The first sediment was removed the following week.

- The focus of using recycled water for a stable potable water supply has shifted to advanced water treatment and groundwater augmentation. The program management firm assisting the District with the project is Stantec. Current activities include evaluating delivery methods, branding, developing a funding strategy, and the preliminary demonstration facility design.
- The Upper Amargosa Creek Recharge Project construction is complete. The project partners, City of Palmdale, LA County Waterworks, and AVEK are now finalizing the operation and maintenance agreement.

The City of Palmdale recently notified the project partners about the mitigation requirements and costs. The two stages, 11.28 acres and 38.72 acres, of mitigation are being finalized with the regulatory agencies. The estimated construction costs are \$1,715,662 and \$3,567,595, respectively, and will be built several years apart. The City received \$1,000,000 in grant funding toward the first phase costs. The District's anticipated share for the first phase is approximately \$75,000.

- Delta Conveyance Design and Construction Authority (DCA): This joint power authority is responsible for the environmental, design, and engineering of the project and works with the Department of Water Resources (DWR) on the project. The Board is now reorganized with more representation from smaller agencies. This includes adding two seats for the East Branch, Class 8, of the California Aqueduct. The agencies are AVEK, PWD, Littlerock Creek Irrigation District (LCID), Mojave Water Agency (MWA), Crestline-Lake Arrowhead Water Agency, San Gabriel Valley Municipal Water District, San Bernardino Valley Municipal Water District (SBVMWD), San Gorgonio Pass Water Agency, Desert Water Agency, and Coachella Valley Water District (CVWD).

The Delta Conveyance Project (DCP) is moving to the next step of a Draft EIR/EIS (Draft) for the public's review. The Department of Water Resources released the Draft on July 27, 2022. The public review period was extended and now ends December 16, 2022.



Organizational Excellence *Train, Perform, Reward*

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

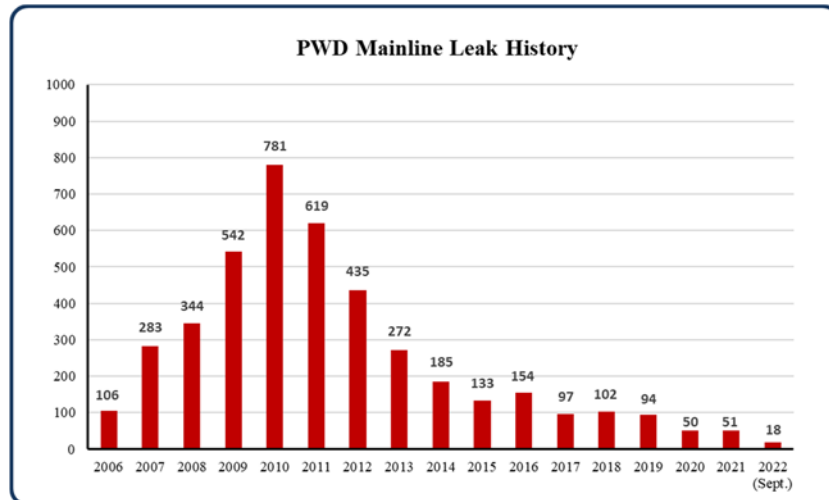
- Nearly 80 percent of the District's staff is required to have certifications or licenses issued by the State of California. Many of these have continuing education requirements which must be met by technical training. The District provides for this in several ways including hosting classes given by the California Rural Water Association, having a training budget for staff to attend conferences, and providing an education tuition allowance for each employee.
- COVID-19 Pandemic Response: District staff initiated a draft Pandemic Response Plan on March 4, 2020 as the State of California and County of Los Angeles issued declarations of emergency. The other options to conduct business with the District, including using the website, calling Customer Care, using the automated phone system, and using remote payment sites, were promoted on social media, the website, and radio spots.
The District also continued to comply with social distancing regulations by updating the Pandemic Response Plan, rotating staff to work from home, staggering work hours, and providing face coverings for staff. The lobby was reopened Monday, July 12, 2021. Most of the staff is back to working normally. Some office staff are continuing to rotate between working from home and the office.
- Despite the pandemic, the District has continued to find ways for internships and training opportunities for college and high school students who are interested in the water industry. The Board also recently authorized paid internships for the remainder of this year.
- A salary survey with comparable water agencies is nearly complete, and any recommended changes will be presented to the Board by the end of 2022.



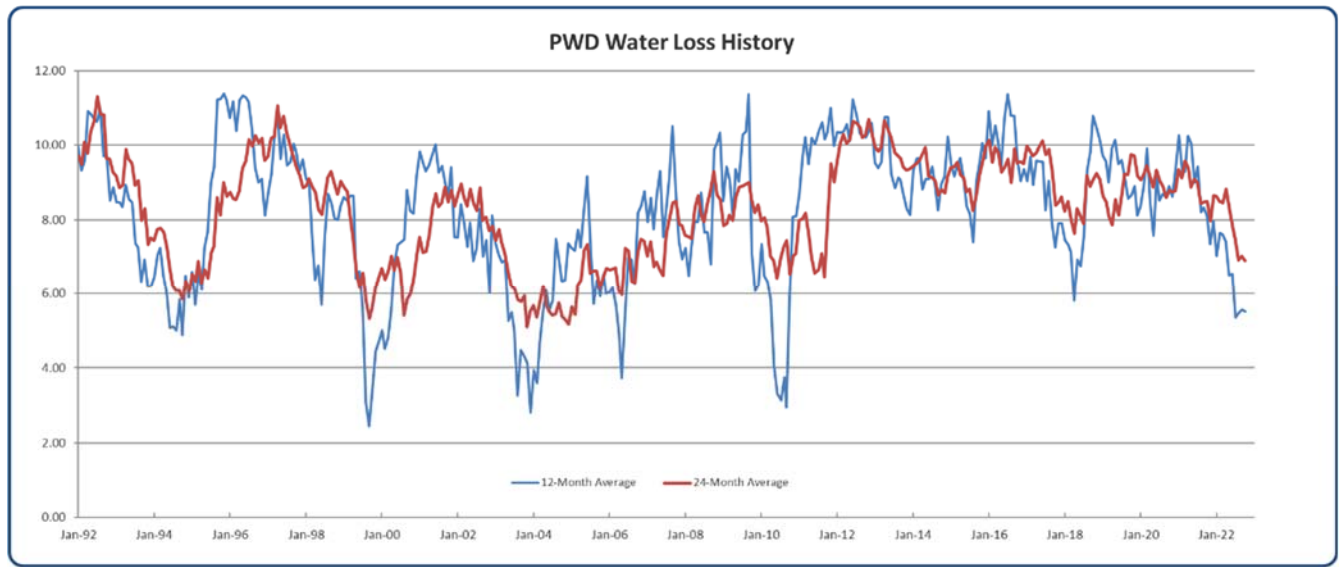
Systems Efficiency *Independence, Technology, Research*

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

- The effects of the District’s past efforts in replacing failing water mains and meters can be seen in the reduced number of mainline leaks. This is illustrated in the chart titled “Mainline Leak History.” The mainline leaks through September 2022 total 18 with 67 service line leaks.



- Additional water main replacement projects are being designed for construction as planned in the 2019 Water Rate Plan. Completed 2022 projects include the neighborhood replacement project bounded by Desert Sands Park, Avenue Q, Division Street, and 3rd Street East and in 10th Street East north of Avenue P. Several smaller projects off of 5th Street East and Avenue Q-10 are in process.
- The positive effect of both water main and water meter replacement programs is also shown on the chart titled “PWD Water Loss History.” The running average for water losses is lowering and running less than 8%.



- District staff is working on two energy technologies that will benefit our customers. One is the use of batteries for backup power at four booster facilities. The other is a demonstration project for the generation and storage of hydrogen from wind energy.

These programs are grant funded and managed by the California Public Utilities Commission and California Energy Commission, respectfully. The grant funds go directly to the technology providers, Tesla and Dash2Energy. Both projects involve the installation of pre-designed and assembled equipment at District facilities with minimal construction work at the sites.

- The District is working with Terra Verde on potential solar PV projects to provide energy for wells, the clearwell booster, and the Leslie O. Carter Water Treatment Plant. The proposals have been evaluated, and the final two are being assessed for viability. This project may affect the existing wind and hydro turbines' use.
- The wind turbine has been inoperable due to a bad anemometer and related parts. Staff is working on a couple fronts to resolve this. It has been in operation for eighteen years as of August 2022, and parts are difficult to find. The main considerations moving forward are maximizing the generation, the availability of repair parts, and adequate competition for maintenance contracts. Staff is also looking at the potential replacement or refurbishment of the turbine.



Financial Health and Stability *Strength, Consistency, Balance*

- PWD and City of Palmdale staffs have worked together to obtain funding for the Palmdale Recycled Water Authority (PRWA) Phase II Project. Last year, PRWA decided to suspend the Phase II purple pipe project while the advanced treatment project is studied.

PRWA is ten years old. The Board will consider how to mark that anniversary once input is received from the City staff.

- The Littlerock Sediment Removal Project was awarded over \$1,000,000 through the AVIRWMP Grant Program in the current round of funding due to Phase II being suspended. This grant is part of \$2.8M the District is using for the sediment removal this year.
- The 2019 Water Rate Study and Proposition 218 was completed when the Board unanimously approved Resolution No. 19-15. This set the water rate structure and water rates for 2020-2024 and includes criteria to evaluate the District's financial condition each year. It gives the Board the ability to reduce the water rates if the District's financial position meets four (4) of the criteria in an annual review while preparing the following year's budget. These will be reviewed as part of the 2023 Budget preparation.
- Fitch Ratings reviewed the District's bond rating in December 2021. The review affirmed the District's rating with them of "A+" with a stable outlook. This is a good result considering the uncertainty of operating in the COVID-19 pandemic.
- The District is seeking State and/or Federal assistance to provide water service to the Alpine Springs Mobile Home Park on Sierra Highway. It has poor water quality from its well, has several health violations, and now relies on hauled water. Maria Kennedy, Kennedy Communications, is experienced with these programs and is contracted with the District to accomplish it.
An agreement with the State is now in place to fund water hauling until the connection to the District is designed, constructed, and operational.
- The COVID-19 shutoff moratorium ended in January 2022. Staff has started providing dated notices to delinquent customers. Shutoffs begin in March. The District only focused on customers who were behind in February 2020 and current amounts over \$600. They have moved forward with lower amounts of outstanding bills. Shutoffs are now nearly back to pre-pandemic levels. Staff is also assisting customers with any available State or Federal programs to help customers address unpaid balances.



Regional Leadership *Engage, Lead, Progress*

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

- Activities of the Palmdale Recycled Water Authority (PRWA), AV Integrated Regional Water Management Plan (IRWMP), and Antelope Valley State Water Contractors

Association have continued. The District has leadership positions in these organizations. District staff is active in the local chambers, AV EDGE, regional human resources, and public information organizations.

- The PWRA Board consists of two Palmdale City Councilmembers, two PWD Board members, and a public director Zakeya Anson.
- The District staff continues to share the administration of the Antelope Valley Watermaster Board (AVWB) with AVEK and related meetings. The AVWB has decided to hire Hallmark as the new Watermaster administrator, and the District will transition the work to Hallmark over the next year.
- The “PWD Water Ambassador Academy” (WAA) was completed in April 2022. A one-day Junior WAA is scheduled for November 9, 2022. This is specifically designed for interested high school students.
- The District and other members of the Public Water Agencies Group (PWAG) share the services of an Emergency Preparedness Coordinator. This approach also helped the District successfully comply with the America’s Water Infrastructure Act (AWIA) of 2018 and respond to the COVID-19 event.
- Staff has taken a lead role in developing and implementing a valley-wide mutual aid agreement for agencies and mutual water companies.

United Water Conservation District Memorandum of Understanding

The District and United Water Conservation District (United) approved a memorandum of understanding (MOU) to work cooperatively on projects where our interests overlap. These include internships and cooperation with community colleges, combined recreational funding for Piru and Littlerock Reservoir recreational improvements, and assistance and funding of advanced treatment of recycled or brackish water for potable use projects.

This MOU and our joint activities were the subject of a presentation given at the 2022 CSDA Annual Conference by United General Manager and me. The presentation and associated article were well received and generated positive interest and a number of questions.

There have been several meetings between District staff and United Human Resources staff to discuss apprenticeship programs, intern programs, and work with three community college districts to support water-related curriculum. The first action item from these

meetings was the funding of PWD interns for 2022. Participation in interview panels and the development of a mutual aid agreement are also being done.

Recreation staff from United met with District staff and visited the Littlerock Recreation Area in March. They provided good advice and input on a rough plan for helping the Area open in 2024. Staff worked with the Angeles National Forest (ANF) as the first step in clearing the prior recreational concessionaire's property in the recreational area. All the property now belongs to the ANF. A hazardous material survey is being funded to begin the process of clearing the site.

Several other meetings have been held regarding the use of available State Water Project (SWP) supplies. District and United staffs are working with other East Branch SWP contractors on ways to recategorize water and avoid having water go unused. This is expected to make additional water available for United and the District. A draft term sheet will be drafted and presented to both Boards in early 2023 for SWP exchanges.

Additional coordination will also be focused on both agency's advanced water treatment projects. The United project will treat brackish groundwater for a potable use by the military. The PWD project, Pure Water AV, will treat tertiary water for potable use by our customers. Once Pure Water AV is more established, joint meetings with state and federal representatives will be held to get funding assistance.

Lastly, I have proposed regular meetings of both Boards' liaisons and general managers. These will help us stay coordinated and make sure our efforts are productive. Staff will also visit Lake Piru in November to observe United's sediment removal process.



Customer Care, Advocacy, and Outreach *Promote, Educate, Support*

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

- The Board approved moving forward with a new supplier, meter brand, and reading system to replace the failed systems approved in September 2020. This transition will begin this fall.
- The ability to make payments at 7-Eleven and Family Dollar Store as well as all electronic forms of payment critical for customers during the COVID-19 event. Despite the open lobby, some customers have stayed with alternate payment methods.
- The Rate Assistance Program reached capacity by February. Staff continually monitors it for openings and will begin taking applications for 2023 in November 2022. Staff will

also bring a recommendation to increase the fund slightly and round off the meter charge deduction to the nearest \$5.00.

- Staff successfully conducted virtual coffee meetings with Directors and their constituents, online “Let’s Talk H2O” meetings, issued regular internal and public newsletters, coordinated drive-through giveaways for customers, an in-person customer appreciation day, monitored and maintained the District’s social media, and assisted with information for the current drought. In-person workshops have also been held.
- Staff has finished updating the public website and is working on a contract to complete the intranet for staff.



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

FINANCE DEPARTMENT

October 24, 2022

Staffing

- The department consists of eight members.
- Finance side
 - Account Supervisor
 - Management Analyst
 - Accounts Payable Specialist
 - Purchasing Technicians (2)
- Billing side
 - Customer Finance Supervisor
 - Customer Accounting Technicians (2)



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

Responsibilities (Finance)

- Bank Reconciliation
- GL Account Reconciliation and Review
- Financial Reporting (State and Local)
- Accounts Payable
- Payroll
- Job Costing (Construction in Process)
- Accounts Receivable Invoicing
- Fixed Asset Management
- Budget Development and Oversight
- District Audit Preparation
- Financial Analysis – Water Rates, Service Fees, etc.



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

Special Requirements (Internal Control)*

- Segregation of job duties
 - Balancing of bank accounts cannot be done by individuals:
 - Issuing checks (payroll/payables)
 - Submitting deposits (cash/checks)
 - Final approval of wire transfers cannot be done by initiating staff member(s).
 - Requires higher level authority for check issuance approval

* Required by the Sarbanes–Oxley Act of 2002 (Section 404)



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

Responsibilities (Billing)

- Preparation of monthly account statements
 - Reviewing/entering meter readings into the billing system
 - Issue service orders for faulty equipment assessments.
(Includes possible exchanges, rereads, and input equipment changes.)
- Work in conjunction with our bill presentment provider
- Process final bills (closed accounts)
- Issue revised bills (Bill correction and/or prorated)
- Collection notices (delinquent accounts)
- Process Disconnection notices
- Prepare Non-Payment Shut-offs along with follow-up
- Issue Property Liens
- Submit uncollected accounts to the Collections Agency
- Follow-up on Collection Disputes



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

Where's the Money?

- Investments – UBS Financials Services (Mr. Jim Giordano)
- Financial Advisor – Mr. Bob Egan
- Banking – Citizens Business Bank
- Bond Accounts – BNY Mellon
- Financial Strategies – NHA Advisors
- Bond Counsel - Stradling Yocca Carlson & Rauth



QUESTIONS?



PALMDALE WATER DISTRICT
A CENTURY OF SERVICE

