



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

August 17, 2023

**AGENDA FOR A MEETING
OF THE FINANCE COMMITTEE
OF THE PALMDALE WATER DISTRICT
TO BE HELD AT 2029 EAST AVENUE Q, PALMDALE**
Committee Members: Don Wilson-Chair, Kathy Mac Laren-Gomez

WEDNESDAY, AUGUST 23, 2023

1:30 p.m.

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys

NOTE: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Danielle Henry at 661-947-4111 x1059 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

Agenda item materials, as well as materials related to agenda items submitted after distribution of the agenda packets, are available for public review at the District's office located at 2029 East Avenue Q, Palmdale or on the District's website at <https://www.palmdalewater.org/governance/committee-activity/2023-committee-agendas-and-minutes/> (Government Code Section 54957.5). Please call Danielle Henry at 661-947-4111 x1059 for public review of materials.

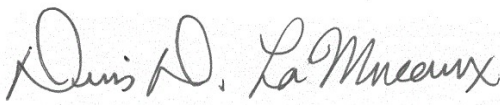
PUBLIC COMMENT GUIDELINES: The prescribed time limit per speaker is three-minutes. Please refrain from public displays or outbursts such as unsolicited applause, comments, or cheering. Any disruptive activities that substantially interfere with the ability of the District to conduct its meeting will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

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

- 1) Roll call.
- 2) Adoption of agenda.
- 3) Public comments 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 July 18, 2023.
- 4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of July 2023. (Financial Advisor Egan)
- 4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for July 2023. (Finance Manager Hoffmeyer)
- 4.4) Discussion and Overview of Committed Contracts Issued. (Finance Manager Hoffmeyer)
- 5) Reports.
 - 5.1) Finance Manager Hoffmeyer:
 - a) Accounts receivable overview.
 - b) Revenue projections.
 - 5.2) Financial Advisor Egan:
 - a) Debt Service Coverage status.
 - 5.3) Other.
- 6) Board members' requests for future agenda items.
- 7) Date of next Committee meeting.
- 8) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dh

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: August 16, 2023 August 23, 2023
TO: FINANCE COMMITTEE Committee Meeting
FROM: Mr. Bob Egan, Financial Advisor
RE: *AGENDA ITEM NO. 4.2 – DISCUSSION AND OVERVIEW OF CASH
FLOW STATEMENT AND CURRENT CASH BALANCES AS OF JULY
2023. (FINANCIAL ADVISOR EGAN)*

Attached are the Cash Notes, the Investment Funds Report, and the Cash Flow Report as of July 2023. The reports will be reviewed in detail at the Finance Committee meeting.

Enclosures

2023				
June to July 2023 Major account Activity				
acct 11469				
Balance	7/31/2023	3,032,903.14		
Balance	6/30/2023	4,039,578.76		
Decrease		(1,006,675.62)		
One month activity				
Taxes received		113,921.09	Taxes	
Transfer to CCB		(1,175,000.00)	YTD expected	4,959,950
			YTD received	5,152,998
			Increase	193,048
Transfer from 11475		38,727.11		
Interest/Mkt value received		15,676.18		
Decrease		(1,006,675.62)		
<hr/>				
Acct 11475				
Balance	7/31/2023	1,465,545.78		
Balance	6/30/2023	1,498,248.15		
Decrease		(32,702.37)		
One month activity				
Cap Improvement fee received		0.00	all accounts	
Transfer to 11469		(38,727.11)	FACE	13,201,950
Interest/Mkt value received		6,024.74	Value	13,056,127
Decrease		(32,702.37)	Future earnings	145,823
<hr/>				
Acct 11432				
Balance	7/31/2023	8,129,037.46		
Balance	6/30/2023	8,093,070.24		
Increase		35,967.22		
One month activity				
Interest/Mkt value received		35,967.22		
Increase		35,967.22		
<hr/>				
Acct 24016.				
Balance	7/31/2023	743,457.04		
Balance	6/30/2023	739,960.53		
Increase		3,496.51		
One month activity				
Interest/Mkt value received		3,496.51		
Increase		3,496.51		

**PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT
July 31, 2023**

		<u>July 2023</u>	<u>June 2023</u>			
CASH						
1-00-0103-100	Citizens - Checking	208,982.41	200,844.42			
1-00-0103-200	Citizens - Refund	2,311.34	(4,528.59)			
1-00-0103-300	Citizens - Merchant	408,837.32	190,142.20			
	Bank Total	620,131.07	386,458.03			
1-00-0110-000	PETTY CASH	300.00	300.00			
1-00-0115-000	CASH ON HAND	5,400.00	5,400.00			
	TOTAL CASH	625,831.07	392,158.03			
INVESTMENTS						
1-00-0135-000	Local Agency Investment Fund	Acct. Total 13,032.56	12,931.03			
1-00-0120-000 UBS Money Market Account General (SS 11469)						
	UBS USA Core Savings	218,124.49	253,471.54			
	UBS RMA Government Portfolio	-	728,773.13			
	UBS Bank USA Deposit Account	1,102.04	-			
	Accrued interest	24,799.21	22,499.37			
		244,025.74	1,004,744.04			
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912828WE6	US Treasury Note	11/15/2023	2.750	700,000	694,778.00	693,546.00
91282CBE0	US Treasury Note	01/15/2024	0.125	300,000	293,064.00	291,786.00
				1,000,000	987,842.00	985,332.00
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
	Charles Schwab Bank	07/25/2023	4.600	-	-	249,877.50
1	Beal Bank	08/16/2023	4.700	250,000	249,945.00	249,795.00
2	Goldman Sachs	10/05/2023	5.000	218,000	217,923.70	217,790.72
3	Morgan Stanley	11/30/2023	2.500	150,000	148,648.50	148,248.00
4	Lyons National Bank	12/07/2023	4.850	250,000	249,610.00	249,422.50
5	Pacific Western	02/12/2024	5.200	240,000	239,827.20	239,760.00
6	First Horizon	03/01/2024	5.250	250,000	249,855.00	249,820.00
7	Liberty Federal Credit	03/08/2024	5.100	250,000	249,680.00	249,595.00
8	Comenity Bank	05/17/2024	2.800	194,950	195,546.00	195,194.00
				1,802,950	1,801,035.40	2,049,502.72
				Acct. Total	3,032,903.14	4,039,578.76
1-00-1110-000 UBS Money Market Account Capital (SS 11475)						
	UBS Bank USA Deposit Account				3.26	38,727.11
	Accrued interest				5,721.77	4,635.74
					5,725.03	43,362.85
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
9127996ZD4	US Treasury Bill	11/30/2023		588,000	577,592.40	575,269.80
91282CCU3	US Treasury Note	08/31/2023	0.125	635,000	632,275.85	629,793.00
				1,223,000	1,209,868.25	1,205,062.80
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	Valleystar Credit Union	08/17/2023	4.800	250,000	249,952.50	249,822.50
				250,000	249,952.50	249,822.50
				Acct. Total	1,465,545.78	1,498,248.15

1-00-0125-000 UBS Access Account General (SS 11432)

UBS Bank USA Deposit Account	2,883.82	807.48
UBS RMA Government Portfolio	-	-
Accrued interest	42,027.91	33,671.99
	44,911.73	34,479.47

US Government Securities

CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912796YH6	US Treasury Bill	09/07/2023		500,000	497,295.00	495,275.00
912797LL9	US Treasury Bill	03/21/2024		775,000	749,262.25	746,131.25
91282CAK7	US Treasury Note	09/15/2023	0.125	1,000,000	993,750.00	989,790.00
91282CAK7	US Treasury Note	09/15/2023	0.125	800,000	795,000.00	791,832.00
91282CBA8	US Treasury Note	12/15/2023	0.125	500,000	490,510.00	488,615.00
912828B66	US Treasury Note	02/15/2024	2.750	615,000	606,353.10	604,957.05
91282CBR1	US Treasury Note	03/15/2024	0.250	775,000	750,959.50	747,603.75
91282CBR1	US Treasury Note	03/15/2024	0.250	500,000	484,490.00	482,325.00
91282CBR1	US Treasury Note	03/15/2024	0.250	550,000	532,939.00	530,557.50
				6,015,000	5,900,558.85	5,877,086.55

Certificates of Deposit

	Issuer	Maturity Date	Rate	Face Value		
1	CommunityWide Fed	08/30/2023	3.000	188,000	187,672.88	187,293.12
2	Leaders Credit	08/30/2023	3.100	188,000	187,689.80	187,313.80
3	Wasatch Peaks	09/07/2023	3.200	175,000	174,660.50	174,328.00
4	Wells Fargo bank	09/25/2023	4.700	225,000	224,811.00	224,608.50
5	Bank of China	09/29/2023	4.650	250,000	249,755.00	249,517.50
6	First Natl Bank NE US	11/09/2023	5.050	250,000	249,880.00	249,740.00
7	Nexbank SSB	12/20/2023	5.250	250,000	249,947.50	249,850.00
8	Truist Bank	01/02/2024	5.100	250,000	249,780.00	249,657.50
9	Bank of India	02/07/2024	5.050	250,000	249,575.00	249,455.00
10	UBS Bank USA Salt Lake	03/08/2024	5.100	160,000	159,795.20	159,740.80
				2,186,000	2,183,566.88	2,181,504.22
				Acct. Total	8,129,037.46	8,093,070.24

Total Managed Accounts

	12,640,518.94	13,643,828.18
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1-00-1121-000 UBS Rate Stabilization Fund (SS 24016) - District Restricted

UBS Bank USA Dep acct	5,435.23	4,767.09
UBS RMA Government Portfolio	-	-
Accrued interest	14,718.31	13,045.19
	20,153.54	17,812.28

Certificates of Deposit

	Issuer	Maturity Date	Rate	Face Value		
1	TTCU Fed Credit Union	11/29/2022	3.250	250,000	249,412.50	248,932.50
2	Sandy Spring Bank	11/29/2022	3.500	250,000	249,372.50	248,897.50
3	PNC Bank	12/08/2023	4.750	225,000	224,518.50	224,318.25
				725,000	723,303.50	722,148.25
				Acct. Total	743,457.04	739,960.53

TOTAL CASH AND INVESTMENTS

	14,009,807.05	14,775,946.74
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Increase (Decrease) in Funds **(766,139.69)**

1-00-1137-000 2021A Bonds - Project Funds (BNY Mellon)

Construction Funds	1,953,577.73	2,043,701.49
Issuance Funds	-	-
	1,953,577.73	2,043,701.49

1-00-1138-000 2024 Capital Lease - Project Funds (Citizens Business Bank)

Construction Funds	1,021,279.61	1,629,905.36
	1,021,279.61	1,629,905.36

PALMDALE WATER DISTRICT

2023 Cash Flow Report (Based on Nov. 14, 2022 Adopted Budget)

	January	February	March	April	May	June	July	August	September	October	November	December	YTD	Budget 2023 Carryover Information
Total Cash Beginning Balance	16,132,006	14,479,181	14,926,970	12,842,032	14,946,300	15,679,096	14,775,947	14,009,807	13,402,340	11,126,874	10,511,327	10,220,488		
Budgeted Water Receipts	2,285,897	2,208,505	2,380,395	2,710,476	2,570,424	3,037,260	3,004,055	3,210,443	3,108,734	2,946,971	2,683,193	2,452,647	32,599,000	
Water Receipts	2,483,435	2,434,481	2,351,442	2,174,112	2,386,739	2,609,590	2,812,930	3,210,443	3,108,734	2,946,971	2,683,193	2,452,647	31,654,717	
DWR Refund (Operational Related)					5,516	24,609							30,125	
RWA Agreement (AV Watermaster/AVSWCA)													-	
Other (Gain on Sale of Equipment)							27,100						27,100	
Total Operating Revenue (BUDGET)													-	
Total Operating Revenue (ACTUAL)	2,483,435	2,434,481	2,351,442	2,174,112	2,392,255	2,634,199	2,840,030	3,210,443	3,108,734	2,946,971	2,683,193	2,452,647	31,711,942	
Total Operating Expenses excl GAC (BUDGET)	(2,234,974)	(2,114,600)	(2,407,116)	(2,372,733)	(2,573,876)	(2,619,713)	(2,587,040)	(3,132,345)	(2,718,365)	(2,806,891)	(2,589,204)	(2,289,735)	(30,446,593)	
GAC (BUDGET)			(160,000)			(110,000)			(160,000)	(160,000)		(160,000)	(750,000)	
Operating Expenses excl GAC (ACTUAL)	(2,368,727)	(2,213,904)	(2,312,281)	(1,999,163)	(2,012,748)	(2,261,699)	(2,762,419)	(3,132,345)	(2,718,365)	(2,806,891)	(2,589,204)	(2,289,735)	(29,467,483)	
LCID Water Purchase						(400,000)							(400,000)	
Littlerock Dam - Sediment Removal	(1,766,491)	(15,909)	(125,596)	(3,439)	(2,875)	(24,337)	(2,515)						(1,941,162)	
GAC	(159,720)							(160,000)	(110,000)	(160,000)	(160,000)	(160,000)	(909,720)	
Prepaid Insurance (paid)/refunded													-	
Total Operating Expense (ACTUAL)	(4,294,938)	(2,229,813)	(2,437,877)	(2,002,602)	(2,015,623)	(2,686,036)	(2,764,934)	(3,292,345)	(2,828,365)	(2,966,891)	(2,749,204)	(2,449,735)	(32,718,365)	
Non-Operating Revenue:					86,545									
Assessments, net (BUDGET)	842,650	391,400	41,800	2,537,450	973,750	27,550	145,350	233,700	-	-	159,600	4,146,750	9,500,000	
Actual/Projected Assessments, net	893,577	458,794	40,131	2,560,921	1,060,295	25,359	113,921	233,700	-	-	159,600	4,146,750	9,693,047	
Asset Sale/Unencumbered Money (Taxes)													-	
RDA Pass-through (Successor Agency)	417,798					580,958							998,755	
Interest	20,840	16,288	2,673	24,359	26,959	26,970	26,780	10,833	10,833	10,833	10,833	10,833	199,036	
Market Adjustment	18,397	21,398	35,731	18,955	6,909	33,871	34,536						169,795	
Grant Re-imbursement					32,506				1,100,000				1,132,506	
Arrearage Funds													-	
Capital Improvement Fees - Infrastructure	27,888	85,400		2,151	24,207	99,918							239,565	
Capital Improvement Fees - Water Supply	15,296	487,560			15,296	15,631							533,783	
DWR Refund (Capital Related)				93,169	147,145					50,000			290,314	
Other	7,002	30,835		(10)	19,209	21,105	51,322						129,462	
Total Non-Operating Revenues (BUDGET)													-	
Total Non-Operating Revenues (ACTUAL)	1,400,797	1,100,274	78,535	2,699,545	1,332,526	803,812	226,559	244,533	1,110,833	60,833	170,433	4,157,583	13,386,263	
Non-Operating Expenses:														
Budgeted Capital Expenditures	(193,480)	(193,480)	(193,480)	(193,480)	(193,480)	(193,480)	(193,480)	(193,480)	(143,480)	(143,480)	(143,480)	(143,480)	(2,121,757)	
Budgeted Capital Expenditures (Committed During Year)													-	
Actual/Projected Capital Expenditures	(327,834)	(568,034)	(93,999)	(214,031)	(687,307)	(425,315)	(153,596)	(143,480)	(103,480)	(103,480)	(93,480)	(93,480)	(3,007,516)	
Land Purchase (Groundwater Augmentation Pilot)													-	
Const. of Monitoring Wells/Test Basin (Water Supply)													-	
Meter Exchange Project (Meters Purchased)								(325,000)	(300,000)				(625,000)	
SWP Capitalized	(897,612)	(272,381)	(293,840)	(272,381)	(272,381)	(272,381)	(897,608)	(272,380)	(299,850)	(272,380)	(272,380)	(272,380)	(4,567,954)	
Investment in PRWA (Suspended Contribution for 2022)			(161)					(12,339)			(12,500)		(25,000)	
Butte County Water Transfer						(940,834)						(1,015,431)	(1,956,265)	
Bond Payments - Interest			(1,006,582)						(996,945)				(2,003,527)	
Principal			(666,152)						(1,949,493)				(2,615,645)	
Capital leases - Citizens Business Bank (2024 Lease)				(263,701)						(263,701)			(527,402)	
Capital leases - Enterprise FM Trust (Vehicles)	(11,984)	(11,993)	(11,558)	(11,984)	(11,984)	(11,904)	(11,900)	(12,210)	(12,210)	(12,210)	(12,210)	(12,210)	(144,357)	
Capital leases - Wells Fargo (Printers)	(4,690)	(4,745)	(4,745)	(4,690)	(4,690)	(4,690)	(4,690)	(4,690)	(4,690)	(4,690)	(4,690)	(4,690)	(56,389)	
Total Non-Operating Expenses (ACTUAL)	(1,242,119)	(857,153)	(2,077,037)	(766,787)	(976,361)	(1,655,124)	(1,067,794)	(770,098)	(3,666,668)	(656,461)	(395,260)	(1,398,191)	(15,529,054)	
Total Cash Ending Balance (BUDGET)	14,344,551	14,719,197	12,217,485	14,222,640	16,014,333	15,188,991	14,876,516	14,726,263	11,297,303	10,909,830	10,755,415	12,885,750		
Total Cash Ending Balance (ACTUAL)	14,479,181	14,926,970	12,842,032	14,946,300	15,679,096	14,775,947	14,009,807	13,402,340	11,126,874	10,511,327	10,220,488	12,982,793		
													Budget	12,885,750
													Difference	97,043.00
													Adj. Difference	97,043
2022 Cash Ending Balance (ACTUAL)	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	12,621,650	12,666,339	16,132,006		

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

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: August 15, 2023 **August 23, 2023**
TO: FINANCE COMMITTEE **Committee Meeting**
FROM: Mr. Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM 4.3 – DISCUSSION AND OVERVIEW OF FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR JULY 2023. (FINANCE MANAGER HOFFMEYER)*

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending July 31, 2023. Also included are individual departmental budget reports.

This is the 7th month of the District’s Budget Year 2023. Historical trends for the District have our revenues at 55.4% and expenses are 56.4%. This would typically be 58.3% for traditional budgetary percentages. Both operating revenues and expenses are below for the actuals. Please refer to Diagram A for a graphical representation of this information.

Balance Sheet:

- Pages 1 and 2 are the balance sheet for the 7-month period and a graphic presentation of Assets, Liabilities, and Net Position on July 31, 2023.
- The net change for the month-to-month was \$8,410,154.
- The majority of this change was related to adding in the potential taxes receivable for FY2023/24 from the assessments (Highlighted in orange). Once staff receives County of Los Angeles reconciliations for FY2022/23 we may revise the receivable number higher.
- The Finance Department staff have worked on closing out completed projects. This has allowed for the transfer of those project amounts over to fixed assets and the starting of depreciation (Highlighted in yellow).

Profit/Loss Statement:

- Page 3 is our consolidated profit and loss statement trending for the seven months.
- Operating revenues are slightly below the historical averages at 53.5%.
- The District’s operating expenses are below historical averages at 43.2%.
- All departmental budgets except for the two highlighted yellow, are at or below the historical average.
- Source of Supply-Purchased Water (highlighted orange) continues to have higher charges related to continued water purchases through the State Water Project.

Profit/Loss Statement (cont.):

- Sediment Removal Project (highlighted orange) under operating expense is currently at 88% of the budget. There is still a significant amount of water behind the dam so the likelihood of performing any sediment removal this year will be minimal. Currently, the only work to be performed is continued environmental-related efforts and maintenance related to debris removal.
- Under the non-cash operating expenses, the Bad Debts (highlighted green) have increased to 171.8% of the budget. This was mainly due to the write-off of former customer accounts that have been deemed uncollectable. These accounts are sent to an outside collection agency the District utilizes for further collection efforts. One item to note, this is the first significant write-off since the Covid pandemic occurred in March 2020 when all collection efforts were suspended under the governor's executive order. It also only represents 0.001% of the 2023 revenue budget.
- Pages 4 and 5 show the P&L in various graphic forms using major report category totals.

Department indicators

- The Administration District-wide continues to have significant increases related to consultant charges (128.2%) and insurance (96.1%). As mentioned last month, the finance staff believes this will continue for the remainder of the year. This is partly due to pass-through increases in insurance costs from ACWA/JPIA on our general auto and liability policies. Along with additional consulting contracts that have been approved in the last six months for various District initiatives being undertaken.
- The Operations Department continues with increased costs for chemicals due to treating more surface water. The chemicals account is currently 95.2% of the budget. Operations also have substantial increases in Permits (119.0%) Maintenance & Repair Operations – Equipment (99.0%) and Maintenance & Repair Operations – Facilities (90.8%) accounts compared to prior months.

Departments:

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

Non-Cash Definitions:

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

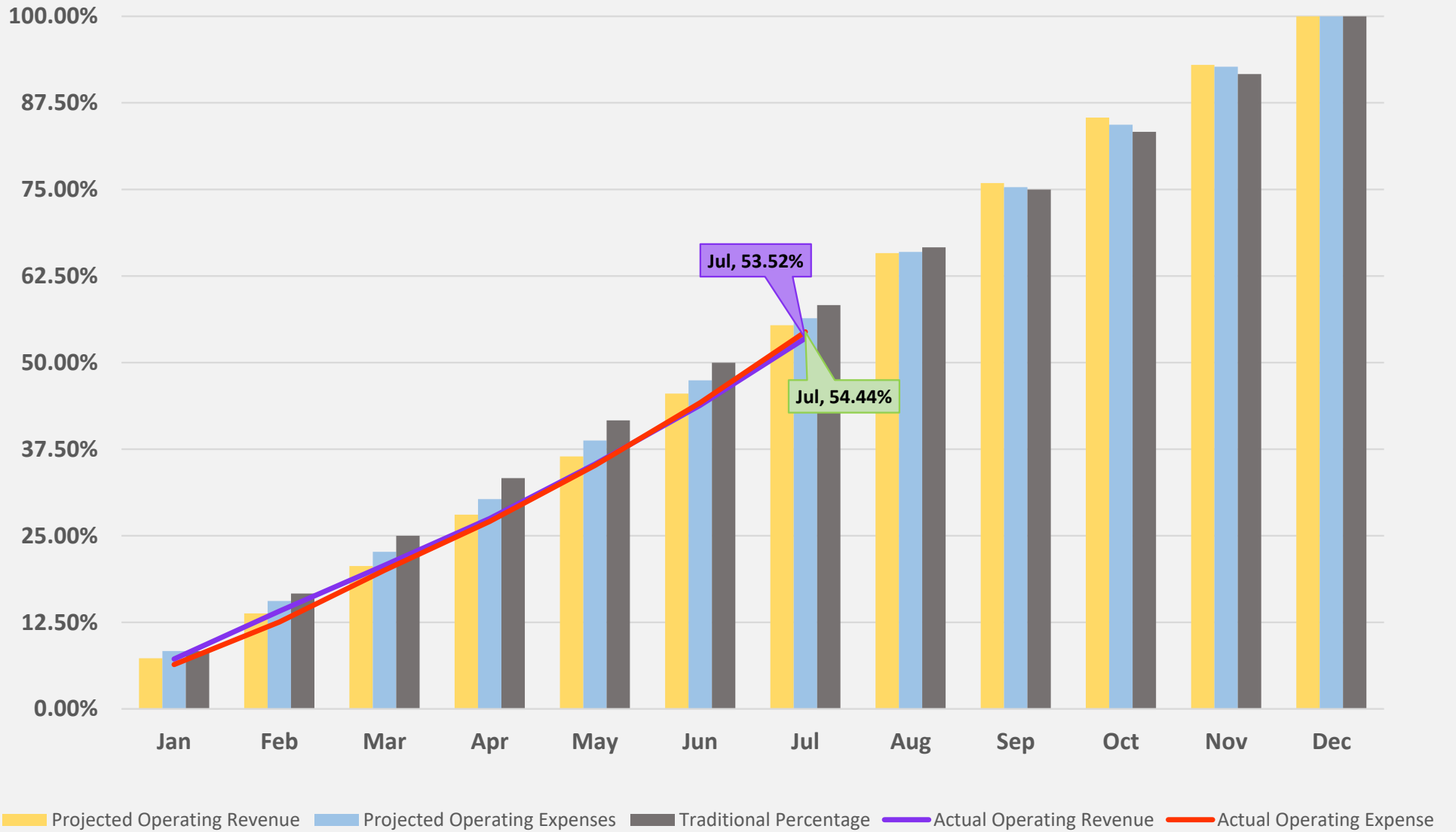
OPEB Accrual Expense: Other Post-Employment Benefits (OPEB) is the recognized annual required contribution to the benefit. The amount is actuarially determined in accordance with the parameters of GASB 45. The amount represents a level of funding that, if paid on an ongoing basis, is projected to cover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

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

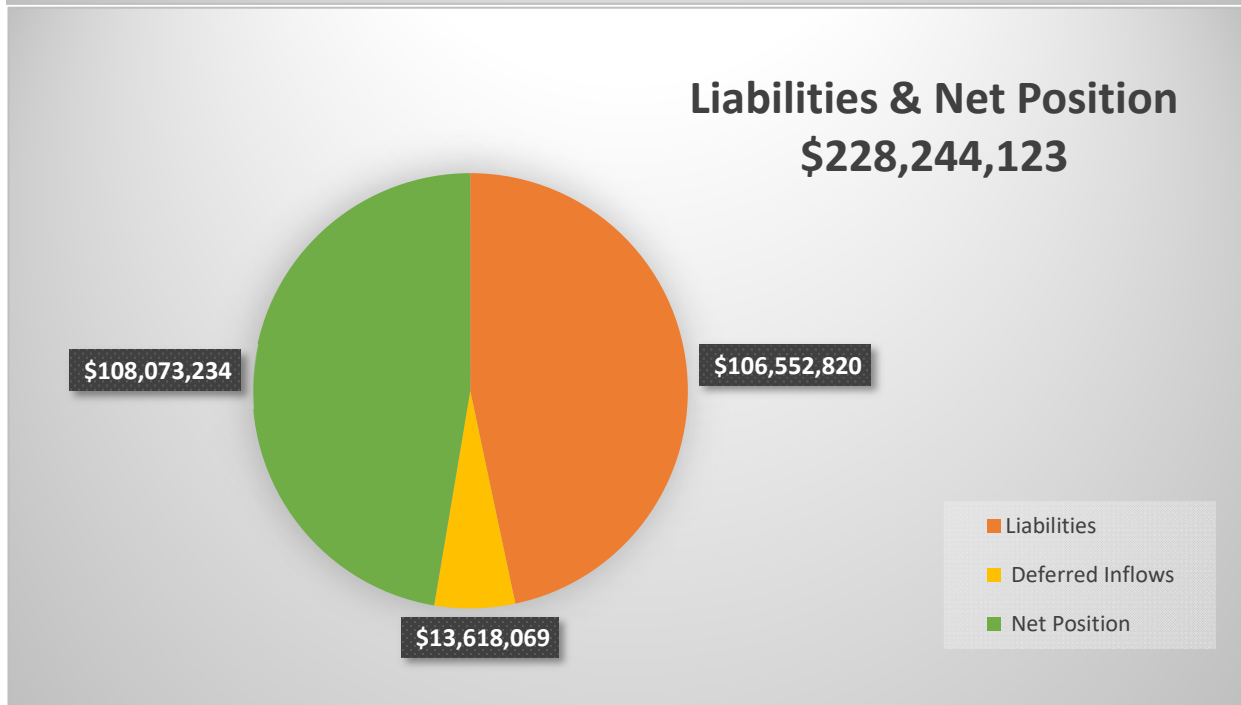
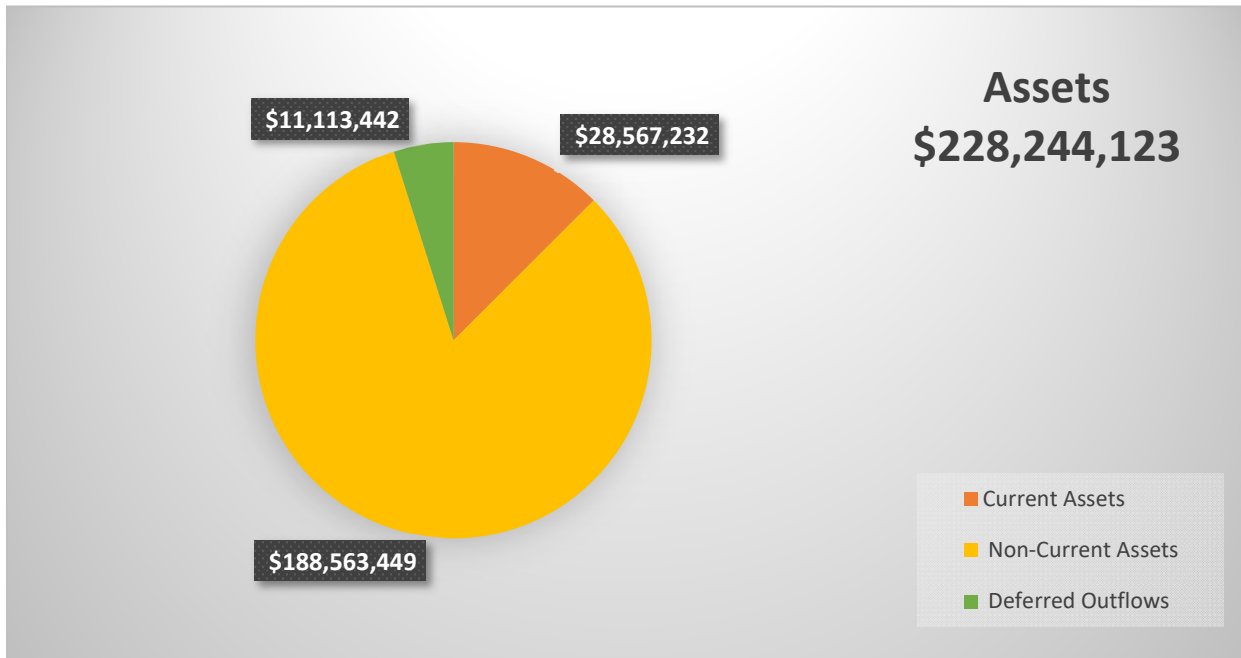
Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair, and maintain our asset infrastructure.

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

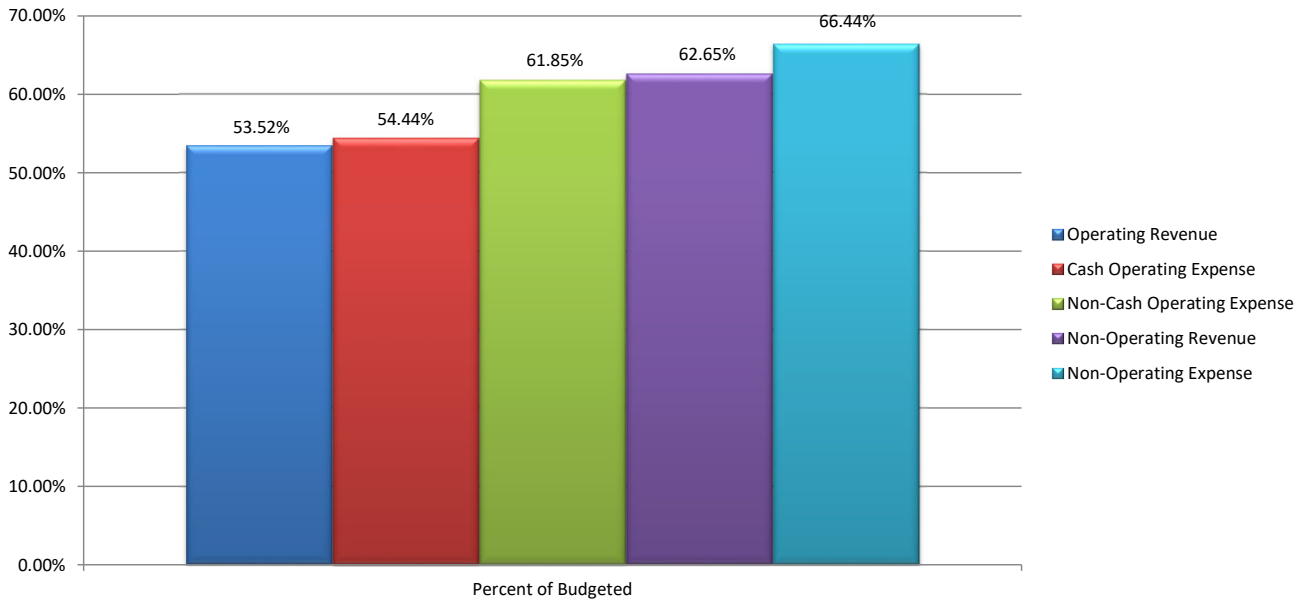
Palmdale Water District Monthly Budgetary Percentages



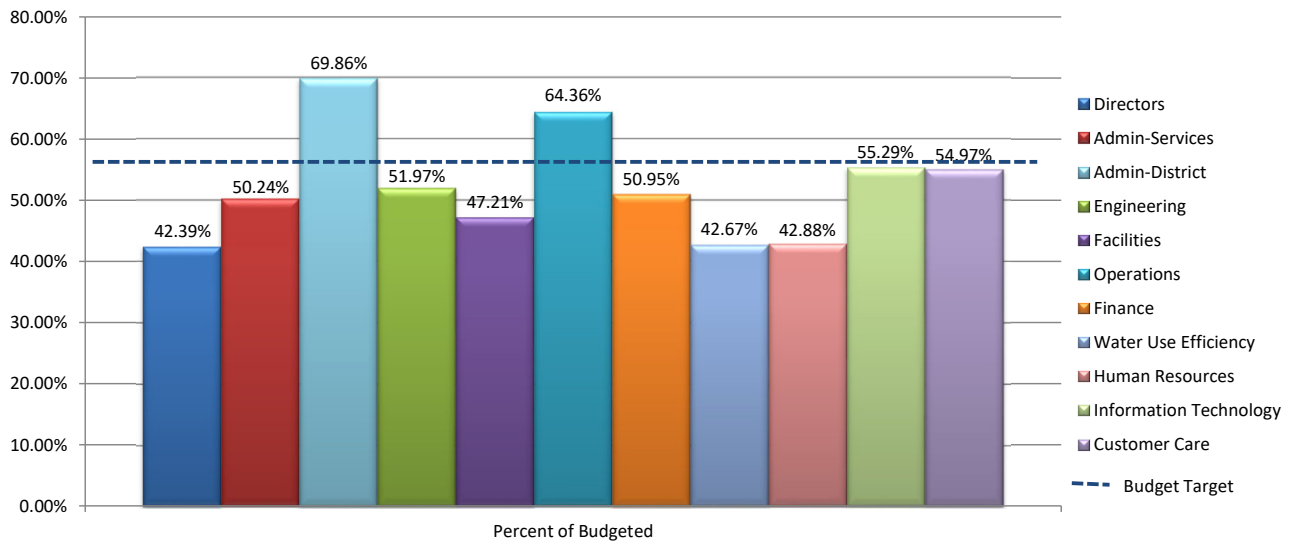
BALANCE SHEET AS OF JULY 31, 2023



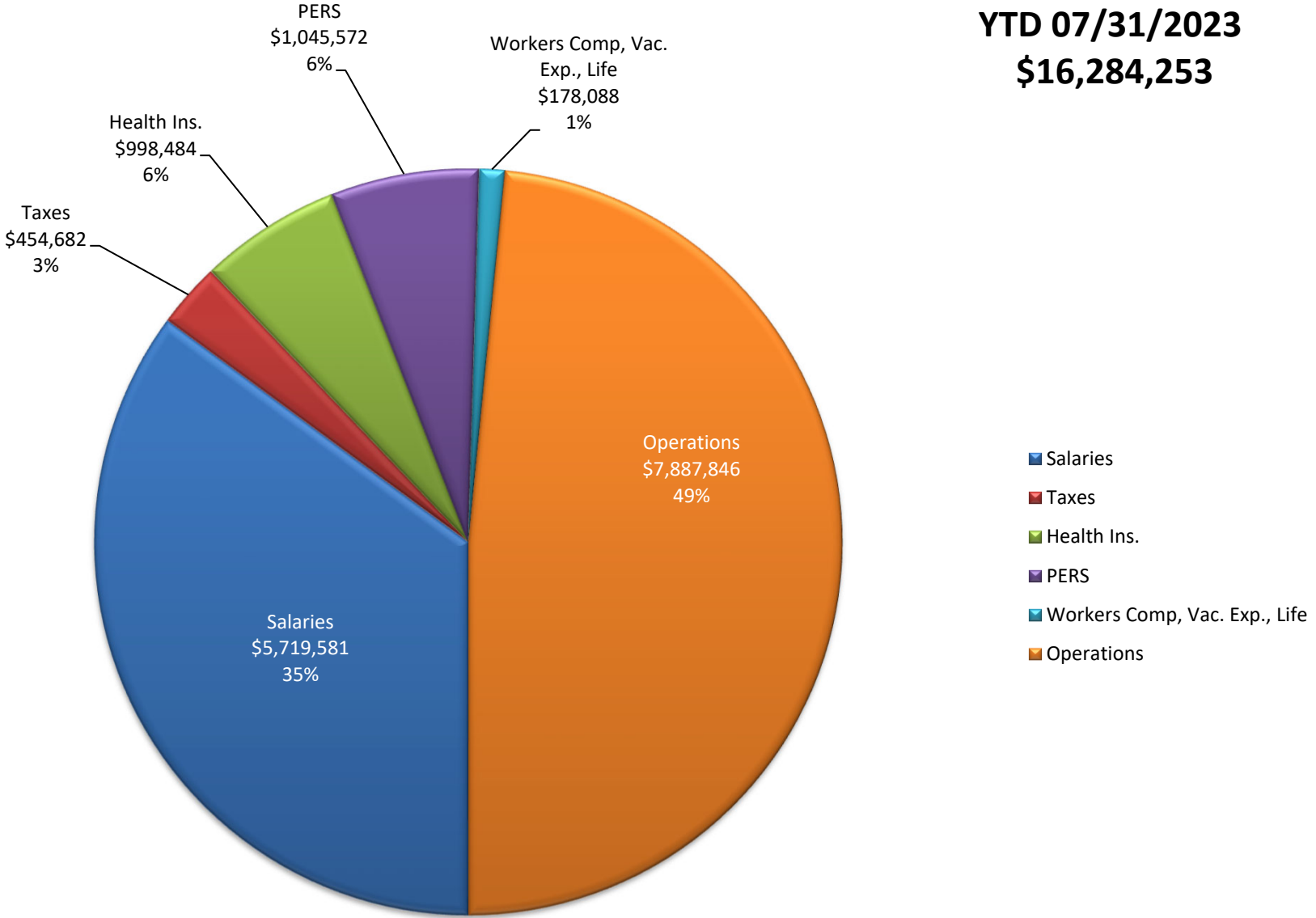
P & L BUDGET vs. ACTUAL



DEPARTMENTAL - BUDGET vs. ACTUAL



**Personnel to Operations Exp
YTD 07/31/2023
\$16,284,253**



**Palmdale Water District
2023 Directors Budget
For the Seven Months Ending Monday, July 31, 2023**

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ -	\$ -	\$ -	\$ -	
Employee Benefits					
1-01-4005-000 Payroll Taxes	4,458	9,500		5,042	46.93%
1-01-4010-000 Health Insurance - Directors	14,964	30,000		15,036	49.88%
Subtotal (Benefits)	19,422	39,500	-	20,078	49.17%
Total Personnel Expenses	<u>\$ 19,422</u>	<u>\$ 39,500</u>	<u>\$ -</u>	<u>\$ 20,078</u>	<u>49.17%</u>
OPERATING EXPENSES:					
1-01-xxxx-006 Director Share - Dizmang, Gloria	\$ 11,290				
1-01-xxxx-008 Director Share - Mac Laren, Kathy	11,444				
1-01-xxxx-010 Director Share - Dino, Vincent	16,341				
1-01-xxxx-012 Director Share - Wilson, Don	13,557				
1-01-xxxx-014 Director Share - Kellerman, Scott	10,385				
Subtotal Operating Expenses	63,017	155,000	-	91,983	40.66%
Total O & M Expenses	<u>\$ 82,439</u>	<u>\$ 194,500</u>	<u>\$ -</u>	<u>\$ 112,061</u>	<u>42.39%</u>

Palmdale Water District
2023 Administration Services Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 820,359	\$ 1,597,250		\$ 776,891	51.36%
1-02-4000-100 Overtime	1,415	5,000		3,585	28.30%
Subtotal (Salaries)	\$ 821,775	\$ 1,602,250	\$ -	\$ 780,475	51.29%
Employee Benefits					
1-02-4005-000 Payroll Taxes	\$ 65,657	\$ 126,250		60,593	52.01%
1-02-4010-000 Health Insurance	102,836	180,000		77,164	57.13%
1-02-4015-000 PERS	67,396	165,250		97,854	40.78%
Subtotal (Benefits)	\$ 235,889	\$ 471,500	\$ -	\$ 235,611	50.03%
Total Personnel Expenses	\$ 1,057,663	\$ 2,073,750	\$ -	\$ 1,016,087	51.00%
OPERATING EXPENSES:					
1-02-4050-000 Staff Travel	\$ 16,557	\$ 16,285	\$ -	\$ (272)	101.67%
1-02-4050-100 General Manager Travel	1,496	5,463		3,968	27.38%
1-02-4060-000 Staff Conferences & Seminars	2,630	6,514		3,884	40.37%
1-02-4060-100 General Manager Conferences & Seminars	95	4,308		4,213	2.21%
1-02-4130-000 Bank Charges	114,735	210,125		95,390	54.60%
1-02-4150-000 Accounting Services	26,500	27,316		816	97.01%
1-02-4175-000 Permits	-	19,016		19,016	0.00%
1-02-4180-000 Postage	8,201	17,861		9,660	45.91%
1-02-4190-100 Public Relations - Publications	17,608	36,000		18,392	48.91%
1-02-4190-700 Public Affairs - Marketing/Outreach	11,097	42,000		30,903	26.42%
1-02-4190-705 Public Affairs - Drought Outreach	-	30,000		30,000	0.00%
1-02-4190-710 Public Affairs -Advertising	-	5,253		5,253	0.00%
1-02-4190-720 Public Affairs - Equipment	-	2,539		2,539	0.00%
1-02-4190-730 Public Affairs -Conference/Seminar/Travel	600	4,000		3,400	15.00%
1-02-4190-740 Public Affairs - Consultants	-	2,101		2,101	0.00%
1-02-4190-750 Public Affairs - Membership	637	1,500		863	42.47%
1-02-4200-000 Advertising	-	4,308		4,308	0.00%
1-02-4205-000 Office Supplies	15,936	26,791		10,855	59.48%
Subtotal Operating Expenses	\$ 216,090	\$ 461,380	\$ -	\$ 245,290	46.84%
Total Departmental Expenses	\$ 1,273,753	\$ 2,535,130	\$ -	\$ 1,261,376	50.24%

Palmdale Water District
2023 Administration District Wide Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 43,209	\$ 90,000		\$ 46,791	48.01%
Subtotal (Salaries)	\$ 43,209	\$ 90,000	\$ -	\$ 46,791	48.01%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	\$ 570,725	\$ 955,882		385,157	59.71%
1-02-5070-003 Workers Compensation	98,802	230,000		131,198	42.96%
1-02-5070-004 Vacation Benefit Expense	75,654	85,000		9,346	89.00%
1-02-5070-005 Life Insurance	3,632	7,000		3,368	51.88%
Subtotal (Benefits)	\$ 748,813	\$ 1,277,882	\$ -	\$ 529,069	58.60%
Total Personnel Expenses	\$ 792,022	\$ 1,367,882	\$ -	\$ 575,860	57.90%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	\$ 23,975	\$ 63,038		39,063	38.03%
1-02-5070-007 Consultants	370,954	288,922		(82,032)	128.39%
1-02-5070-008 Insurance	262,422	273,163		10,740	96.07%
1-02-5070-009 Groundwater Adjudication - Legal	12,070	43,076		31,006	28.02%
1-02-5070-010 Legal Services	78,216	137,632		59,416	56.83%
1-02-5070-011 Memberships/Subscriptions	122,228	173,353		51,125	70.51%
1-02-5070-012 Elections	41,084	50,000		8,916	82.17%
1-02-5070-013 Succession Planning	-	26,266		26,266	0.00%
1-02-5070-014 Groundwater Adjudication - Assessment	39,206	70,304		31,098	55.77%
Subtotal Operating Expenses	\$ 950,154	\$ 1,125,753	\$ -	\$ 175,599	84.40%
Total Departmental Expenses	\$ 1,742,176	\$ 2,493,635	\$ -	\$ 751,458	69.86%

Palmdale Water District
2023 Engineering Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 739,422	\$ 1,450,500	\$ -	\$ 711,078	50.98%
1-03-4000-100 Overtime	8,480	16,000		7,520	53.00%
Subtotal (Salaries)	<u>\$ 747,902</u>	<u>\$ 1,466,500</u>	<u>\$ -</u>	<u>\$ 718,598</u>	<u>51.00%</u>
Employee Benefits					
1-03-4005-000 Payroll Taxes	60,635	111,500		50,865	54.38%
1-03-4010-000 Health Insurance	129,131	212,500		83,369	60.77%
1-03-4015-000 PERS	62,591	136,750		74,159	45.77%
Subtotal (Benefits)	<u>\$ 252,358</u>	<u>\$ 460,750</u>	<u>\$ -</u>	<u>\$ 208,392</u>	<u>54.77%</u>
Total Personnel Expenses	<u><u>\$ 1,000,260</u></u>	<u><u>\$ 1,927,250</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 926,990</u></u>	<u><u>51.90%</u></u>
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 909	\$ 5,253		4,344	17.31%
1-03-4060-000 Staff Conferences & Seminars	5,916	7,880		1,964	75.07%
1-03-4060-001 Staff Training - Auto CAD Civil 3D	-	10,506		10,506	0.00%
1-03-4155-000 Contracted Services	-	1,576		1,576	0.00%
1-03-4165-000 Memberships/Subscriptions	2,254	3,677		1,423	61.31%
1-03-4250-000 General Materials & Supplies	2,772	4,063		1,291	68.23%
1-03-4250-100 Supplies - Plotter Paper/Toner	-	4,570		4,570	0.00%
1-03-8100-100 Computer Software - Maint. & Support	9,000	-		(9,000)	0.00%
Subtotal Operating Expenses	<u>\$ 20,851</u>	<u>\$ 37,525</u>	<u>\$ -</u>	<u>\$ 16,674</u>	<u>55.57%</u>
Total Departmental Expenses	<u><u>\$ 1,021,111</u></u>	<u><u>\$ 1,964,775</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 943,664</u></u>	<u><u>51.97%</u></u>

**Palmdale Water District
2023 Facilities Budget
For the Seven Months Ending Monday, July 31, 2023**

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 1,319,885	\$ 2,532,750		\$ 1,212,865	52.11%
1-04-4000-100 Overtime	95,641	150,000		54,359	63.76%
Subtotal (Salaries)	<u>\$ 1,415,527</u>	<u>\$ 2,682,750</u>	\$ -	<u>\$ 1,267,223</u>	<u>52.76%</u>
Employee Benefits					
1-04-4005-000 Payroll Taxes	117,336	215,500		98,164	54.45%
1-04-4010-000 Health Insurance	294,842	513,500		218,658	57.42%
1-04-4015-000 PERS	112,446	236,500		124,054	47.55%
Subtotal (Benefits)	<u>\$ 524,624</u>	<u>\$ 965,500</u>	\$ -	<u>\$ 440,876</u>	<u>54.34%</u>
Total Personnel Expenses	<u><u>\$ 1,940,150</u></u>	<u><u>\$ 3,648,250</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,708,100</u></u>	<u><u>53.18%</u></u>
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ 1,586	\$ 6,514		\$ 4,928	24.35%
1-04-4060-000 Staff Conferences & Seminars	1,925	16,285		14,360	11.82%
1-04-4155-000 Contracted Services	137,924	254,439		116,515	54.21%
1-04-4175-000 Permits-Dams	48,424	44,126		(4,298)	109.74%
1-04-4215-100 Natural Gas - Wells & Boosters	224,119	500,000		275,881	44.82%
1-04-4215-200 Natural Gas - Buildings	8,865	10,400		1,535	85.24%
1-04-4220-100 Electricity - Wells & Boosters	941,936	2,300,000		1,358,064	40.95%
1-04-4220-200 Electricity - Buildings	45,848	104,001		58,153	44.08%
1-04-4225-000 Maint. & Repair - Vehicles	25,095	37,628		12,532	66.69%
1-04-4230-100 Maint. & Rep. Office Building	3,460	29,328		25,868	11.80%
1-04-4230-200 Maint. & Rep. Two Way Radios	690	5,534		4,844	12.47%
1-04-4235-110 Maint. & Rep. Equipment	3,935	14,055		10,120	27.99%
1-04-4235-400 Maint. & Rep. Operations - Wells	47,958	93,865		45,908	51.09%
1-04-4235-405 Maint. & Rep. Operations - Boosters	24,491	58,652		34,161	41.76%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	1,966	28,774		26,809	6.83%
1-04-4235-415 Maint. & Rep. Operations - Facilities	18,136	57,549		39,412	31.51%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	109,031	348,612		239,580	31.28%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	8,231	17,154		8,923	47.98%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	6,898	7,747		849	89.04%
1-04-4235-440 Maint. & Rep. Operations - Large Meters	952	17,154		16,202	5.55%
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	4,742	8,743		4,001	54.23%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	25,360	48,695		23,335	52.08%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	3,428	5,755		2,327	59.57%
1-04-4235-461 Maint. & Rep. Operations - Air Vac	1,654	5,755		4,101	28.75%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges	16,452	171,539		155,087	9.59%
1-04-4300-100 Testing - Regulatory Compliance	11,586	21,538		9,951	53.80%
1-04-4300-200 Testing - Large Meters	8,575	13,658		5,083	62.78%
1-04-4300-300 Testing - Edison Testing	-	12,608		12,608	0.00%
1-04-6000-000 Waste Disposal	14,016	22,990		8,973	60.97%
1-04-6100-100 Fuel and Lube - Vehicle	90,484	152,732		62,248	59.24%
1-04-6100-200 Fuel and Lube - Machinery	17,838	27,965		10,127	63.79%
1-04-6200-000 Uniforms	17,845	28,439		10,593	62.75%
1-04-6300-100 Supplies - General	23,861	66,018		42,157	36.14%
1-04-6300-300 Supplies - Electrical	1,192	3,047		1,855	39.11%
1-04-6300-800 Supplies - Construction Materials	23,560	35,548		11,989	66.28%
1-04-6400-000 Tools	36,043	45,806		9,763	78.69%
1-04-7000-100 Leases -Equipment	7,145	15,235		8,090	46.90%
1-04-7000-100 Leases -Vehicles	88,974	175,000		86,026	50.84%
Subtotal Operating Expenses	<u>\$ 2,054,226</u>	<u>\$ 4,812,886</u>	<u>\$ -</u>	<u>\$ 2,758,660</u>	<u>42.68%</u>
Total Departmental Expenses	<u><u>\$ 3,994,376</u></u>	<u><u>\$ 8,461,136</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 4,466,760</u></u>	<u><u>47.21%</u></u>

Palmdale Water District
2023 Operation Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 702,918	\$ 1,299,250		\$ 596,332	54.10%
1-05-4000-100 Overtime	62,670	100,000		37,330	62.67%
Subtotal (Salaries)	<u>\$ 765,588</u>	<u>\$ 1,399,250</u>	\$ -	<u>\$ 633,662</u>	<u>54.71%</u>
Employee Benefits					
1-05-4005-000 Payroll Taxes	63,395	107,250		43,855	59.11%
1-05-4010-000 Health Insurance	120,136	190,750		70,614	62.98%
1-05-4015-000 PERS	66,205	129,750		63,545	51.02%
Subtotal (Benefits)	<u>\$ 249,736</u>	<u>\$ 427,750</u>	\$ -	<u>\$ 178,014</u>	<u>58.38%</u>
Total Personnel Expenses	<u><u>\$ 1,015,324</u></u>	<u><u>\$ 1,827,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 811,676</u></u>	<u><u>55.57%</u></u>
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ 21	\$ 3,257		\$ 3,236	0.64%
1-05-4060-000 Staff Conferences & Seminars	2,576	3,257		681	79.09%
1-05-4120-100 Training - Lab Equipment	-	5,463		5,463	0.00%
1-05-4155-000 Contracted Services	14,295	104,642		90,347	13.66%
1-05-4175-000 Permits	101,617	85,416		(16,201)	118.97%
1-05-4215-200 Natural Gas - WTP	1,704	3,503		1,799	48.64%
1-05-4220-200 Electricity - WTP	231,127	400,000		168,873	57.78%
1-05-4230-110 Maint. & Rep. - Office Equipment	-	5,866		5,866	0.00%
1-05-4235-110 Maint. & Rep. Operations - Equipment	22,996	23,241		245	98.95%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	883	6,972		6,089	12.67%
1-05-4235-415 Maint. & Rep. Operations - Facilities	74,333	81,896		7,564	90.76%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	-	11,067		11,067	0.00%
1-05-4236-000 Palmdale Lake Management	35,231	142,616		107,385	24.70%
1-05-6000-000 Waste Disposal	1,777	22,990		21,213	7.73%
1-05-6200-000 Uniforms	9,345	16,251		6,905	57.51%
1-05-6300-100 Supplies - Misc.	13,602	15,438		1,836	88.11%
1-05-6300-600 Supplies - Lab	45,563	78,822		33,259	57.81%
1-05-6300-700 Outside Lab Work	32,274	65,685		33,411	49.13%
1-05-6400-000 Tools	1,405	6,196		4,790	22.68%
1-05-6500-000 Chemicals	832,898	875,000		42,102	95.19%
1-05-7000-100 Leases -Equipment	734	3,047		2,313	24.10%
Subtotal Operating Expenses	<u>\$ 1,422,382</u>	<u>\$ 1,960,623</u>	<u>\$ -</u>	<u>\$ 538,241</u>	<u>72.55%</u>
Total Departmental Expenses	<u><u>\$ 2,437,706</u></u>	<u><u>\$ 3,787,623</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,349,917</u></u>	<u><u>64.36%</u></u>

Palmdale Water District
2023 Finance Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 555,009	\$ 1,054,500		\$ 499,491	52.63%
1-06-4000-100 Overtime	2,877	6,000		3,123	47.95%
Subtotal (Salaries)	<u>\$ 557,885</u>	<u>\$ 1,060,500</u>	<u>\$ -</u>	<u>\$ 502,615</u>	<u>52.61%</u>
Employee Benefits					
1-06-4005-000 Payroll Taxes	42,807	92,000		49,193	46.53%
1-06-4010-000 Health Insurance	102,695	181,070		78,374	56.72%
1-06-4015-000 PERS	49,066	130,000		80,934	37.74%
Subtotal (Benefits)	<u>\$ 194,568</u>	<u>\$ 403,070</u>	<u>\$ -</u>	<u>\$ 208,501</u>	<u>48.27%</u>
Total Personnel Expenses	<u><u>\$ 752,454</u></u>	<u><u>\$ 1,463,570</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 711,116</u></u>	<u><u>51.41%</u></u>
OPERATING EXPENSES:					
1-06-4050-000 Staff Travel	\$ -	\$ 3,000		\$ 3,000	0.00%
1-06-4060-000 Staff Conferences & Seminars	-	2,500		2,500	0.00%
1-06-4155-000 Contracted Services	8,375	66,275		57,900	12.64%
1-06-4155-100 Contracted Services - Infosend	185,835	340,000		154,165	54.66%
1-06-4165-000 Memberships/Subscriptions	125	525		400	23.80%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	553		553	0.00%
1-06-4250-000 General Material & Supplies	-	2,031		2,031	0.00%
1-06-4260-000 Business Forms	107	1,576		1,469	6.79%
1-06-4270-100 Telecommunication - Office	36,330	53,000		16,670	68.55%
1-06-4270-200 Telecommunication - Cellular Stipend	16,515	30,000		13,485	55.05%
1-06-7000-100 Leases - Equipment	1,899	3,047		1,148	62.32%
Subtotal Operating Expenses	<u>\$ 249,186</u>	<u>\$ 502,507</u>	<u>\$ -</u>	<u>\$ 253,322</u>	<u>49.59%</u>
Total Departmental Expenses	<u><u>\$ 1,001,640</u></u>	<u><u>\$ 1,966,077</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 964,437</u></u>	<u><u>50.95%</u></u>

Palmdale Water District
2023 Water Use Efficiency Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 102,830	\$ 190,250		\$ 87,420	54.05%
1-07-4000-100 Overtime	2,776	10,500		7,724	26.44%
Subtotal (Salaries)	<u>\$ 105,606</u>	<u>\$ 200,750</u>		<u>\$ 95,144</u>	<u>52.61%</u>
Employee Benefits					
1-07-4005-000 Payroll Taxes	8,944	15,500		6,556	57.70%
1-07-4010-000 Health Insurance	23,164	34,000		10,836	68.13%
1-07-4015-000 PERS	11,178	23,750		12,573	47.06%
Subtotal (Benefits)	<u>\$ 43,285</u>	<u>\$ 73,250</u>	<u>\$ -</u>	<u>\$ 29,965</u>	<u>59.09%</u>
Total Personnel Expenses	<u><u>\$ 148,891</u></u>	<u><u>\$ 274,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 125,109</u></u>	<u><u>54.34%</u></u>
OPERATING EXPENSES:					
1-07-4050-000 Staff Travel	\$ 299	\$ 2,732		\$ 2,433	10.95%
1-07-4060-000 Staff Conferences & Seminar	-	3,257		3,257	0.00%
1-07-4190-300 Public Relations - Landscape Workshop/Training	-	5,463		5,463	0.00%
1-07-4190-400 Public Relations - Contests	-	3,257		3,257	0.00%
1-07-4190-500 Public Relations - Education Programs	580	50,000		49,420	1.16%
1-07-4190-900 Public Relations - Other	120	5,463		5,343	2.20%
1-07-6300-100 Supplies - Misc.	1,220	10,000		8,780	12.20%
Subtotal Operating Expenses	<u>\$ 2,219</u>	<u>\$ 80,172</u>	<u>\$ -</u>	<u>\$ 77,953</u>	<u>2.77%</u>
Total Departmental Expenses	<u><u>\$ 151,111</u></u>	<u><u>\$ 354,172</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 203,061</u></u>	<u><u>42.67%</u></u>

Palmdale Water District
2023 Human Resources Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 180,679	\$ 383,750		\$ 203,071	47.08%
1-08-4000-100 Salaries - Overtime	1,079	5,250		4,171	20.55%
1-08-4000-200 Salaries - Intern Program	-	54,000		54,000	0.00%
Subtotal (Salaries)	<u>\$ 181,758</u>	<u>\$ 443,000</u>	\$ -	<u>\$ 261,242</u>	<u>41.03%</u>
Employee Benefits					
1-08-4005-000 Payroll Taxes	14,886	34,500		19,614	43.15%
1-08-4010-000 Health Insurance	23,518	42,250		18,732	55.66%
1-08-4015-000 PERS	15,666	34,250		18,584	45.74%
Subtotal (Benefits)	<u>\$ 54,070</u>	<u>\$ 111,000</u>	\$ -	<u>\$ 56,930</u>	<u>48.71%</u>
Total Personnel Expenses	<u><u>\$ 235,828</u></u>	<u><u>\$ 554,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 318,172</u></u>	<u><u>42.57%</u></u>
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 1,099	\$ 1,576		\$ 477	69.72%
1-08-4060-000 Staff Conferences & Seminars	2,333	1,576		(757)	148.05%
1-08-4070-000 Employee Expense	43,807	80,000		36,193	54.76%
1-08-4095-000 Employee Recruitment	7,555	8,000		445	94.44%
1-08-4100-000 Employee Retention	230	4,500		4,270	5.11%
1-08-4120-100 Training-Safety	4,045	35,000		30,955	11.56%
1-08-4120-200 Training-Speciality	1,218	15,000		13,782	8.12%
1-08-4121-000 Safety Program	-	1,051		1,051	0.00%
1-08-4165-000 Membership/Subscriptions	649	1,681		1,032	38.61%
1-08-4165-100 HR/Safety Publications	-	1,051		1,051	0.00%
1-08-6300-500 Supplies - Safety	18,129	30,978		12,849	58.52%
Subtotal Operating Expenses	<u>\$ 79,066</u>	<u>\$ 180,412</u>	\$ -	<u>\$ 101,346</u>	<u>43.83%</u>
Total Departmental Expenses	<u><u>\$ 314,893</u></u>	<u><u>\$ 734,412</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 419,519</u></u>	<u><u>42.88%</u></u>

Palmdale Water District
2023 Information Technology Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 366,683	\$ 714,000	\$ -	\$ 347,317	51.36%
1-09-4000-100 Overtime	10,098	6,500		(3,598)	155.35%
Subtotal (Salaries)	<u>\$ 376,780</u>	<u>\$ 720,500</u>	<u>\$ -</u>	<u>\$ 343,720</u>	<u>52.29%</u>
Employee Benefits					
1-09-4005-000 Payroll Taxes	30,691	59,250		28,559	51.80%
1-09-4010-000 Health Insurance	65,479	94,500		29,021	69.29%
1-09-4015-000 PERS	37,399	89,500		52,101	41.79%
Subtotal (Benefits)	<u>\$ 133,569</u>	<u>\$ 243,250</u>	<u>\$ -</u>	<u>\$ 109,681</u>	<u>54.91%</u>
Total Personnel Expenses	<u><u>\$ 510,349</u></u>	<u><u>\$ 963,750</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 453,401</u></u>	<u><u>52.95%</u></u>
OPERATING EXPENSES:					
1-09-4050-000 Staff Travel	\$ 199	\$ 3,257		\$ 3,058	6.10%
1-09-4060-000 Staff Confrences & Seminars	698	10,927		10,229	6.39%
1-09-4155-000 Contracted/Cloud Services	182,954	324,148		141,194	56.44%
1-09-4165-000 Memberships/Subscriptions	200	2,732		2,532	7.32%
1-09-4235-445 Maibt & Repair - Telemetry	908	5,568		4,661	16.30%
1-09-4270-000 Telecommunications	80,427	125,129		44,702	64.28%
1-09-6300-400 Supplies - Telemetry	1,601	1,500		(101)	106.73%
1-09-6450-110 Equipment - GF Signet Flow Meters	-	7,719		7,719	0.00%
1-09-7000-100 Leases - Equipment	33,046	56,877		23,831	58.10%
1-09-8000-100 Computer Equipment - Computers	16,878	45,705		28,826	36.93%
1-09-8000-200 Computer Equipment - Laptops	25,261	45,705		20,444	55.27%
1-09-8000-300 Computer Equipment - Monitors	1,426	12,188		10,762	11.70%
1-09-8000-500 Computer Equipment - Printer Supplies	2,964	2,539		(425)	116.75%
1-09-8000-550 Computer Equipment - Telephony	-	3,047		3,047	0.00%
1-09-8000-600 Computer Equipment - Other	25,985	30,470		4,485	85.28%
1-09-8000-650 Computer Equipment - Warranty & Support	13,690	15,235		1,545	89.86%
1-09-8100-100 Computer Software - Maint. and Support	140,975	277,944		136,969	50.72%
1-09-8100-150 Computer Software - Dynamics GP Support	33,700	42,025		8,325	80.19%
1-09-8100-200 Computer Software - Software and Upgrades	33,240	21,013		(12,227)	158.19%
Subtotal Operating Expenses	<u>\$ 594,154</u>	<u>\$ 1,033,727</u>	<u>\$ -</u>	<u>\$ 439,573</u>	<u>57.48%</u>
Total Departmental Expenses	<u><u>\$ 1,104,503</u></u>	<u><u>\$ 1,997,477</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 892,974</u></u>	<u><u>55.29%</u></u>

Palmdale Water District
2023 Customer Care Budget
For the Seven Months Ending Monday, July 31, 2023

	YTD ACTUAL 2023	ORIGINAL BUDGET 2023	ADJUSTMENTS 2023	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries	\$ 636,634	\$ 1,134,250		\$ 497,616	56.13%
1-10-4000-100 Overtime	3,900	7,000		3,100	55.72%
Subtotal (Salaries)	\$ 640,534	\$ 1,141,250	\$ -	\$ 500,716	56.13%
Employee Benefits					
1-10-4005-000 Payroll Taxes	45,872	87,500		41,628	52.43%
1-10-4010-000 Health Insurance	136,683	227,500		90,817	60.08%
1-10-4015-000 PERS	52,901	121,250		68,349	43.63%
Subtotal (Benefits)	\$ 235,457	\$ 436,250	\$ -	\$ 200,793	53.97%
Total Personnel Expenses	\$ 875,990	\$ 1,577,500	\$ -	\$ 701,510	55.53%
OPERATING EXPENSES:					
1-10-4050-000 Staff Travel	\$ -	\$ 2,101		\$ 2,101	0.00%
1-10-4060-000 Staff Conferences & Seminars	-	3,257		3,257	0.00%
1-10-4155-000 Contracted Services	8,924	26,686		17,762	33.44%
1-10-4230-110 Maintenance & Repair-Office Equipment	-	203		203	0.00%
1-10-4250-000 General Material & Supplies	3,258	5,078		1,820	64.15%
1-10-4260-000 Business Forms	-	1,051		1,051	0.00%
Subtotal Operating Expenses	\$ 12,182	\$ 38,376	\$ -	\$ 26,194	31.74%
Total Departmental Expenses	\$ 888,172	\$ 1,615,876	\$ -	\$ 727,704	54.97%

Water Revenue Bond - Series 2021A

Updated: August 15, 2023

Project	Project #	Description	Bond Allocation	Contractual Commitment	Payout to Date	Over/(Under)	Uncommitted Bond \$
		2021A WRB Issue	\$ 9,655,193		\$ -	\$ -	\$ 9,655,193
SIERRA	20-605	WM Repl - Sierra Hwy @ Harold St (Christensen Brothers)	-	732,459	701,848	30,611	(701,848)
		Original Contract Amt: \$447,036.60, C.O.1: \$95,571.07, C.O.2: \$127,278.49, C.O.3: \$62,572.57 (Release back of remaining contract commitment after completion of retention payout)		(30,611)			
W36-Design	20-622	Well 36 - Design & Construction (Hazen and Sawyer)	-	691,976	486,784	205,192	(486,784)
		Original Contract Amt: \$646,836, C.O.1: \$34,180, C.O.2: \$45,140					
W36-Const	20-622	Well 36 - Design & Construction (Zim Industries)	-	2,098,913	1,548,555	550,358	(1,548,555)
W36-Main	20-622	Well 36 - Watermain 15th ST E (Cedro)	-	303,839	-	303,839	-
PRWAP-MGMT	20-65x	Palmdale Regional Water Augmentation Program (Stantec)	-	3,000,000	2,448,251	551,749	(2,448,251)
PRWAP-RVW	22-650	Palmdale Regional Water Augmentation Program (NWRI)	-	112,950	42,362	70,588	(42,362)
WM-AVE_P	19-601	Spec 1901 - Water Main Replacement Avenue P (Cedro)	-	459,749	452,372	7,377.00	(452,372)
		Original Contract Amt: \$434,289, C.O.1: \$25,460.28 (Release back of remaining contract commitment after completion of retention payout)		(7,377)			-
WM-STAN	12-606	Spec 1206 - WM Repl Division/Q (Toro)	-	172,117	172,117	-	(172,117)
WM-Q10	21-610	WM Repl - Avenue Q10 (J.Vega)	-	142,274	140,574	1,700	(140,574)
		Original Contract Amt: \$137,500, C.O.1: \$4,774.28 (Release back of remaining contract commitment after completion of retention payout)		(1,700)			-
WM-5th	20-625	WM Repl - 5th ST & Q1 thru Q5 (J.Vega)	-	389,086	385,770	3,316	(385,770)
		Original Contract Amt: \$364,050, C.O.1: \$5,854.20, C.O.2: \$7,585.00, C.O.3: \$11,596.95 (Release back of remaining contract commitment after completion of retention payout)		(3,316)			-
ALT-VALVE	18-606	45th St Tank Site - Altitude Valve Repl (Cedro)	-	380,358	305,963	74,394	(305,963)
		Original Contract Amt: \$368,125, C.O.1: \$2,186.78, C.O.2: \$6,527.53, C.O.3: \$3,518.39					
WM-R&12th	22-617	WM Repl - Avenue R & 12th Street (J.Vega)	-	125,694	125,694	-	(125,694)
WM-Q6	20-609	WM Repl - Avenue Q6 at 12th Street (Cedro)	-	201,043	200,039	1,004.00	(200,039)
		(Release back of remaining contract commitment after completion of retention payout)		(1,004)			
LAND	1-00-1300-000	Land Purchase - Water Augmentation Plant (Production Site)	-	685,000	691,285	(6,285)	(691,285)
			-		-	-	
PWD		Design, Engineering and Other Preconstruction Costs	344,807	344,807	344,807	-	-
WRB		Bond Issuance Costs	267,309	267,309	267,309	-	
ISS		Issuance Funds	(7,733)	(7,733)	(7,733)		
Totals:			\$ 10,259,576	\$ 10,055,834	\$ 8,305,999	\$ 1,763,232	\$ 1,953,578
2021A Water Revenue Bonds - Unallocated Funds:				\$ 203,742			
2021A Water Revenue Bonds - Remaining Funds to payout:					\$ 1,953,578		

Requisition No.	Payee	Date Approved	Invoice No.	Project	Payment Amount
45	National Water Research Institute - Project Review	Jul 13, 2023	2023-1040	PRWAP-RVW	1,519.00
44	Stantec Consulting Services, Inc.	Jul 10, 2023	2101187	PRWAP-MGMT	88,604.76
43	Stantec Consulting Services, Inc.	Jun 8, 2023	2087036	PRWAP-MGMT	123,381.20
43	Hazen and Sawyer - Design Engineers	Jun 8, 2023	20182-000-24	W36-Design	24,449.00
42	Commonwealth Land Title Company	May 16, 2023	Final Escrow	LAND	689,285.00
41	Hazen and Sawyer - Design Engineers	May 9, 2023	20182-000-23	W36-Design	6,657.50
41	National Water Research Institute - Project Review	May 9, 2023	2023-1012	PRWAP-RVW	12,605.25
41	Cedro Construction, Inc	May 9, 2023	Retention	WM-Q6	10,001.95
41	Hazen and Sawyer - Design Engineers (PWD Reimbursement)	May 9, 2023	20182-000-22	W36-Design	8,990.00
40	Stantec Consulting Services, Inc.	May 3, 2023	2075117	PRWAP-MGMT	87,266.93
40	J. Vega Engineering, Inc.	May 3, 2023	Retention	WM-5th	19,178.31
40	J. Vega Engineering, Inc.	May 3, 2023	Retention	WM-R&12th	6,284.70
39	Commonwealth Land Title Company	Apr 3, 2023	Escrow Deposit	LAND	2,000.00
38	Stantec Consulting Services, Inc.	Mar 29, 2023	2059691	PRWAP-MGMT	149,061.02
37	Cedro Construction, Inc	Mar 20, 2023	Retention	WM-AVE_P	22,618.61
36	Hazen and Sawyer - Design Engineers	Mar 13, 2023	20182-000-21	W36-Design	13,660.00
36	Stantec Consulting Services, Inc.	Mar 13, 2023	2046506	PRWAP-MGMT	349,992.84
35	Cedro Construction, Inc	Mar 6, 2023	PP #1 20-609	WM-Q6	190,037.05

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: August 15, 2023 **August 23, 2023**
TO: FINANCE COMMITTEE **Committee Meeting**
FROM: Mr. Dennis J. Hoffmeyer, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM 5.1 – REPORTS*

Discussion:

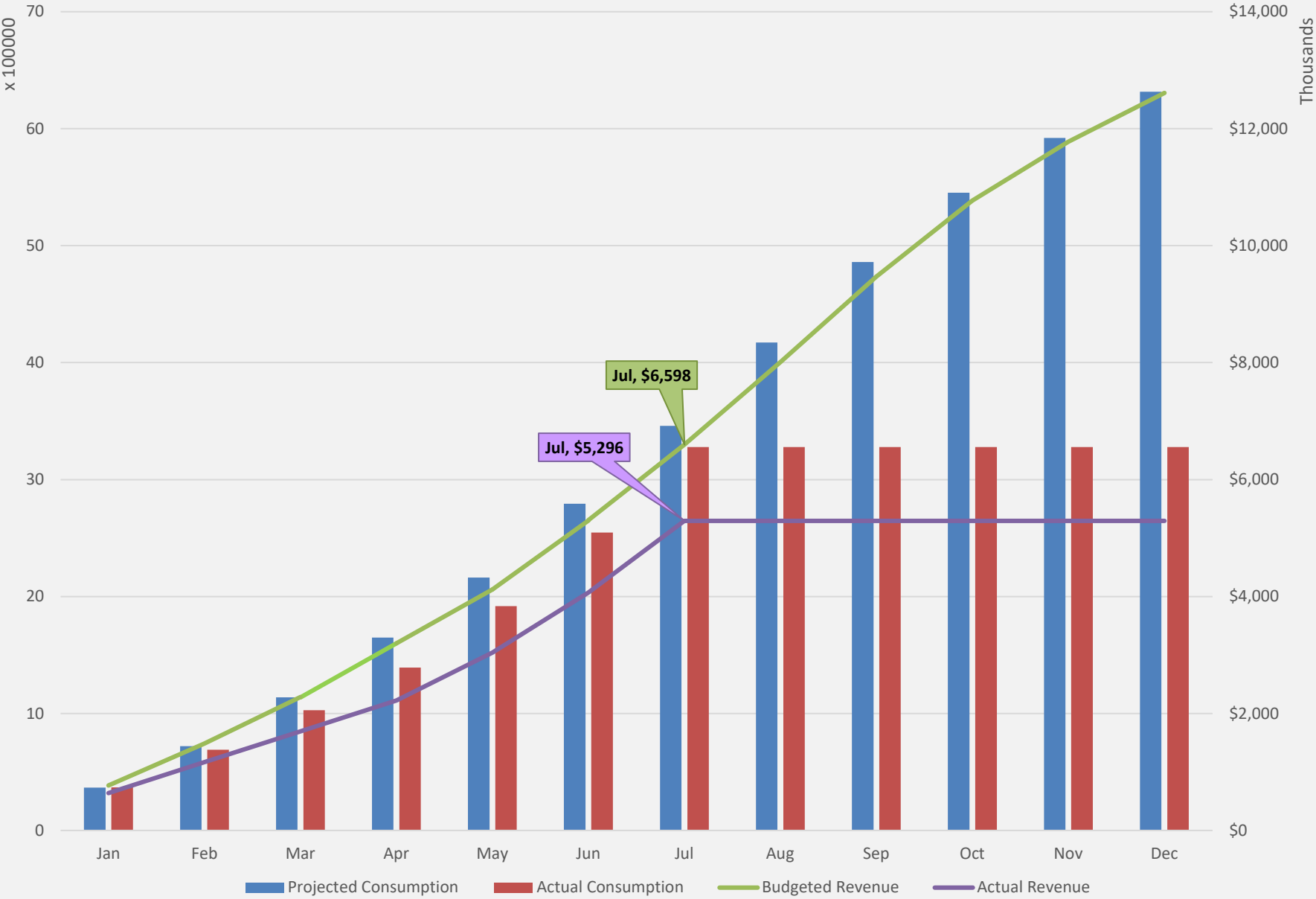
Presented here are financial-related items for your review.

- 1. Accounts receivable overview.
 - a. 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>
Remaining Accounts	2	8,992	-
Commercial/Industrial	3	\$4,311	-
Multi-Family Residential	4	\$2,516	\$124
Single Family Residential	678	\$189,765	\$8,910
SFR (June 2023)	707	\$193,677	\$13,471

- b. Staff continues working with customers and offering payment arrangements to encourage payment of outstanding balances. As of July 31, there are 11 arrangements. The amount in an arrangement is \$15,793.66 with \$6,333.25 already collected and \$9,460.41 outstanding.
- 2. Revenue Projections (attachment):
 - a. Revenue projections for 2023 based on selling 14,500 AF shown as of July 31, revenue is behind projections by approximately \$1,301,523. This amount has the drought surcharge only included through the month of March.

2023 Revenue Projections Based on 14,500 AF



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

	Audited 2020	Audited 2021	Audited 2022	Jun 2022 - May 2023	Jul 2022 - Jun 2023	Aug 2022 - Jul 2023
OPERATING REVENUES	27,653	30,361	31,320	31,224	31,085	31,339
Rate Stabilization Fund	(100)	(100)	(146)			
	27,553	30,261	31,174	31,224	31,085	31,339
OPERATING EXPENSES						
Gross operating expenses	25,282	28,492	26,502	30,208	30,423	30,250
Overhead adjustment	(558)	281	2,057			
SWP Fixed operations and maint	(38)	(26)	(33)	(32)	(32)	(32)
Non-Cash Related OPEB Expense	(1,171)	(894)	(17)			
Capital portion included above						
TOTAL EXPENSES	23,516	27,853	28,509	30,176	30,391	30,218
NET OPERATING REVENUES	4,037	2,408	2,665	1,048	695	1,121
NON-OPERATING REVENUE						
Ad valorem property taxes	2,409	2,502	3,477	3,808	3,640	3,702
Interest income	171	121	138	179	197	215
Capital improvement fees	1,235	5,248	2,318	1,327	1,443	1,443
Other income	43	88	162	448	421	472
TOTAL NON-OPERATING INCOME	3,859	7,958	6,095	5,762	5,700	5,832
NET REV AVAILABLE FOR DEBT SERVICE	7,896	10,366	8,761	6,810	6,395	6,953
NET DEBT SERVICE						
2012 Issue - Bank of Nevada	1,261	1,373	1,372	1,373	1,373	1,373
2013A Water Revenue Bond	2,346	1,845	1,377	886	886	886
2018A Water Revenue Bond	569	569	819	813	813	813
2020 Private Placement		279	308	308	308	308
2020 Water Revenue Refunding Bond		160	554	553	553	553
2021 Water Revenue Bond			359	300	300	300
2021 Water Revenue Refunding Bond			368	353	353	353
2017 Capital Lease	179	179	88			
2022 Capital Lease				527	527	527
TOTAL DEBT SERVICE	4,355	4,406	5,246	5,113	5,113	5,113
DEBT SERVICE COVERAGE	1.81	2.35	1.67	1.33	1.25	1.36
NET REV AVAILABLE AFTER D/S	3,541	5,960	3,515	1,697	1,283	1,840



Dear Valued Client,

The United States Postal Service has announced that postal rates increased on July 9, 2023.

RECEIVED

Your invoice will reflect new postage rates effective July 9, 2023. Please find detailed information below pertaining to the new rates for your convenience.

AUG 07 2023

BY: _____

First-Class Mail - Commercial					
Letters and Postcards					
	Automation			Nonautomation Machinable	
Weight Not Over (ounces)	5-Digit	AADC	Mixed AADC	AADC	Mixed AADC
1	0.498	0.537	0.561	0.543	0.576
2	0.498	0.537	0.561	0.543	0.576
3	0.498	0.537	0.561	0.543	0.576
3.5	0.498	0.537	0.561	0.543	0.576
Postcard	0.355	0.376	0.388	-	-

Postcard Machinable Presorted	0.404
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On behalf of the InfoSend Team, I would like to thank you for your continued support and valued business.

Please feel free to contact us with any questions or concerns in regards to this matter.

Sincerely,

Lena Martinez
Accounting Department
InfoSend, Inc.
Lena.a@InfoSend.com



Dear Valued Client,

The United States Postal Service has announced that postal rates increased on January 22, 2023.

Your invoice will reflect new postage rates effective January 22, 2023. Please find detailed information below pertaining to the new rates for your convenience.

First-Class Mail - Commercial					
Letters and Postcards					
	Automation			Nonautomation Machinable	
Weight Not Over (ounces)	5-Digit	AADC	Mixed AADC	AADC	Mixed AADC
1	0.471	0.507	0.531	0.513	0.546
2	0.471	0.507	0.531	0.513	0.546
3	0.471	0.507	0.531	0.513	0.546
3.5	0.471	0.507	0.531	0.513	0.546
Postcard	0.352	0.370	0.381	-	-

Postcard Machinable Presorted		0.394
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On behalf of the InfoSend Team, I would like to thank you for your continued support and valued business.

Please feel free to contact us with any questions or concerns in regards to this matter.

Sincerely,

Lena Martinez
 Accounting Department
 InfoSend, Inc.
 Lena.a@InfoSend.com