



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

ROBERT E. ALVARADO

Division 1

DON WILSON

Division 2

GLORIA DIZMANG

Division 3

KATHY MAC LAREN

Division 4

VINCENT DINO

Division 5

November 14, 2019

**AGENDA FOR A MEETING
OF THE FINANCE COMMITTEE
OF THE PALMDALE WATER DISTRICT**
Committee Members: Gloria Dizmang-Chair, Don Wilson
to be held at the District's office at 2029 East Avenue Q, Palmdale

TUESDAY, NOVEMBER 19, 2019

4:30 p.m.

NOTE: To comply with the Americans with Disabilities Act, to participate in any Board meeting please contact Dawn Deans at 661-947-4111 x1003 at least 48 hours prior to a Board meeting to inform us of your needs and to determine if accommodation is feasible.

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

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

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

- 1) 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.)

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys



- 4.1) Consideration and possible action on approval of minutes of meeting held October 22, 2019.
- 4.2) Discussion and overview of Cash Flow Statement and Current Cash Balances as of October 2019. (Financial Advisor Egan)
- 4.3) Discussion and overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for October 2019. (Finance Manager Williams)
- 4.4) Discussion and overview of committed contracts issued. (Finance Manager Williams)
- 4.5) Consideration and possible action on a recommendation regarding the 2020 Budget. (Finance Manager Williams)
- 4.6) Consideration and possible action on a recommendation regarding Resolution No. 19-17 being a Resolution of the Board of Directors of the Palmdale Water District Establishing its Investment Policy. (Financial Advisor Egan/Finance Manager Williams)
- 5) Information items.
 - 5.1) Status of Debt Service Coverage. (Financial Advisor Egan)
 - 5.2) Other.
- 6) Board members' requests for future agenda items.
- 7) Date of next Committee meeting.
- 8) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: November 13, 2019 November 19, 2019
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
OCTOBER 2019.***

Attached are the Cash Notes, the Investment Funds Report, and the Cash Flow Report as of October 2019. The reports will be reviewed in detail at the Finance Committee meeting.

Investment Funds Report Notes October 31, 2019

October major changes		
<u>acct 11469</u>		
Balance	10/31/19	1,874,230
Balance	09/30/19	(1,869,713)
Increase		4,516
<u>mos activity</u>		
Taxes received		0
Interest/Mkt value received		4,516
		4,516
<u>Acct 11475</u>		
Balance	10/31/19	77,755
Balance	09/30/19	(12,181)
Increase		65,574
<u>mos activity</u>		
Interest received		43
Capital improvements received		65,531
		0
		65,574
<u>Acct 11432</u>		
Balance	10/31/19	5,719,569
Balance	09/30/19	(5,691,242)
Increase		28,327
Interest/Mkt value received		28,327

**PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT
October 31, 2019**

		<u>October 2019</u>	<u>September 2019</u>			
CASH						
1-00-0103-100	Citizens - Checking	804,047.41	1,335,583.53			
1-00-0103-200	Citizens - Refund	(35.00)	-			
1-00-0103-300	Citizens - Merchant	198,046.17	376,468.09			
	Bank Total	1,002,058.58	1,712,051.62			
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	1,007,758.58	1,717,751.62			
INVESTMENTS						
1-00-0135-000	Local Agency Investment Fund	Acct. Total 12,434.35	12,358.23			
1-00-0120-000	UBS Money Market Account General (SS 11469)					
	UBS RMA Government Portfolio	-	-			
	UBS Bank USA Dep acct	18,811.90	13,984.15			
	Accrued interest	13,150.70	13,573.19			
		31,962.60	27,557.34			
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
					-	-
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	US Bank NA MN	10/10/2019	2.250	240,000	-	240,021.60
2	Synchrony Bank	11/12/2019	2.300	240,000	240,057.60	240,108.00
3	TBK Bank	12/02/2019	2.400	240,000	240,177.60	240,196.80
4	Bank of China	12/19/2019	2.450	200,000	200,236.00	200,238.00
5	Apollo Bank	01/10/2020	2.250	240,000	240,314.40	240,232.80
6	Meridian Corp	03/18/2020	1.800	240,000	240,201.60	239,947.20
7	UBS Bank	04/24/2020	3.000	238,000	239,606.50	-
8	JP Morgan bank	07/19/2020	2.000	200,000	200,190.00	200,070.00
9	Goldman Sachs	11/18/2020	2.300	240,000	241,483.20	241,341.60
				2,078,000	1,842,266.90	1,842,156.00
	Acct. Total				1,874,229.50	1,869,713.34
1-00-1110-000	UBS Money Market Account Capital (SS 11475)					
	UBS Bank USA Dep acct				77,755.24	12,181.04
	UBS RMA Government Portfolio				-	-
	Acct. Total				77,755.24	12,181.04
1-00-0125-000	UBS Access Account General (SS 11432)					
	UBS Bank USA Dep acct				51,738.13	42,211.89
	UBS RMA Government Portfolio				-	-
	Accrued interest				23,970.77	11,281.78
					75,708.90	53,493.67
US Government Securities						
CUSIP #	Issuer	Maturity Date	Rate	PAR	Market Value	Market Value
912796RF8	US Treasury Bill	10/10/2019	2.260	1,750,000	-	1,749,230.00
9128283N8	US Treasury Note	12/31/2019	1.875	1,000,000	1,000,090.00	999,880.00
9128283S7	US Treasury Note	01/31/2020	2.000	1,750,000	1,751,645.00	-
912828C57	US Treasury Note	03/21/2021	2.250	1,430,000	1,443,013.00	1,440,496.20
				5,930,000	4,194,748.00	4,189,606.20
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	Synchrony Bank	04/14/2020	1.850	240,000	240,453.60	240,218.40
2	JP Morgan Chase Bank	11/18/2020	1.600	240,000	238,946.40	238,603.20
3	Bank of Baroda NY	11/23/2020	1.600	77,000	76,673.52	76,564.18
4	Wells Fargo	12/14/2020	3.100	240,000	243,710.40	243,717.60
5	Comenity Cap Bank	01/19/2021	1.900	163,000	164,251.84	164,157.30
6	Bank of America	02/08/2021	2.550	240,000	242,505.60	242,412.00
7	Sallie Mae Bank	05/10/2021	2.450	240,000	242,570.40	242,469.60
				1,440,000	1,449,111.76	1,448,142.28
	Acct. Total				5,719,568.66	5,691,242.15
	Total Managed Accounts				7,683,987.75	7,585,494.76
1-00-1121-000	UBS Rate Stabilization Fund (SS 24016) - District Restricted					
	UBS Bank USA Dep acct				8,878.55	4,376.14
	UBS RMA Government Portfolio				-	-
	Accrued interest				121.63	233.97
					9,000.18	4,610.11
Certificates of Deposit						
	Issuer	Maturity Date	Rate	Face Value		
1	US Bank USA	10/16/2019	2.500	244,000	240,290.40	244,065.88
				-	-	-
				244,000	240,290.40	244,065.88
	Acct. Total				249,290.58	248,675.99
	GRAND TOTAL CASH AND INVESTMENTS				8,941,036.91	9,551,922.37
	Increase (Decrease) in Funds				(610,885.46)	
1-00-1135-000	2018A Bonds - Project Funds (BNY Mellon)					
	Construction Funds				7,213,253.30	8,560,688.58
	Issuance Funds				12,419.45	12,398.86
					7,225,672.75	8,573,087.44

Palmdale Cash Notes October 31, 2019

Cash October 31, 2019		8,941,037		
Cash September 30, 2019		(9,551,922)		
Decrease in cash		(610,885)		
<u>Significant Disbursements</u>				
Capital lease		5,563		
Capital lease		4,641		
		10,204		
SWP capitalized		138,029		
Capital expenditures		67,996		
prepaid ins		160,409		
GAC		0		
		376,638		
<u>Significant Receipts</u>				
Tax assessments		0		
Interest/Market		47,817		
capital improvement fees		65,587		
		15,537		
		128,941		
Decrease for these items		(247,697)		
October Water Receipts		2,536,339		
October other	DWR	5,026		
	Other	18,293		
		2,559,658		
October operating expenses		(2,922,846)		
		(2,922,846)		
Decrease in operating receipts		(363,188)		
Decrease from all above		(610,885)		

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE: November 13, 2019 **November 19, 2019**
TO: FINANCE COMMITTEE **Committee Meeting**
FROM: Michael Williams, 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 OCTOBER 2019*

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending October 31, 2019. Also included are year-to-date Revenue and Expense Analysis. Finally, I have provided individual departmental budget reports through the month of October 2019.

This is the 10th month of the District’s Budget Year 2019. The target percentage is 83%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Pages 1 and 2 is our balance sheet trending for the 10-month period and a graphic presentation of Assets, Liabilities, and Net Position at October 31, 2019.
- There was no significant change from September to October.

Profit/Loss Statement:

- Page 3 is our profit/loss statement trending for the 10-month period.
- Operating revenue is at 81% of budget.
- Cash operating expense is at 82% of budget.
- All departmental budgets are at or below the target percentage, except for Engineering, Operations and Human Resources, which was discussed in prior meetings.
- Revenues have exceeded expenses for the month by \$362K and year-to-date revenues have exceeded expenditures by \$2.1M.
- Under Non-Operating Revenues, interest earnings have exceeded budget by approximately \$250K due to bond proceeds continuing to sit and earn interest as the grade control project has been on hold.
- We received \$317K in Capital Improvement Fees through the month of October.
- Pages 4 through 6 is showing the P&L in various graphic forms using major report category totals.
- Page 7 is showing the operating expense distributed between personnel and operation costs. Labor costs are currently at 55% of total expenses with salaries making up 37% of that.

Revenue Analysis Year-To-Date:

- Page 8 is our comparison of revenue, year-to-date.
- Operating revenue through October 2019 is up \$34K, or 0.17%.
- Retail water revenue from all areas are up by \$126K from last year. That's shown by the combined green highlighted area.
- Retail water sales, excluding meter fees, is down \$552K.
- Total revenue is up \$251K. or .9%.
- Operating revenue is at 81% of budget; last year was at 87% of budget.

Expense Analysis Year-To-Date:

- Page 9 is our comparison of expense, year-to-date.
- Cash Operating Expenses through October 2019 are down \$1.7M, or 9%, compared to 2018; note that the 2019 budget is approximately \$1.2M less than 2018.
- Total Expenses are down \$2M, or 6.6%.

Departments:

- Pages 11 through 21 are detailed individual departmental budgets for your review.

Non-Cash Definitions:

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

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

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

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

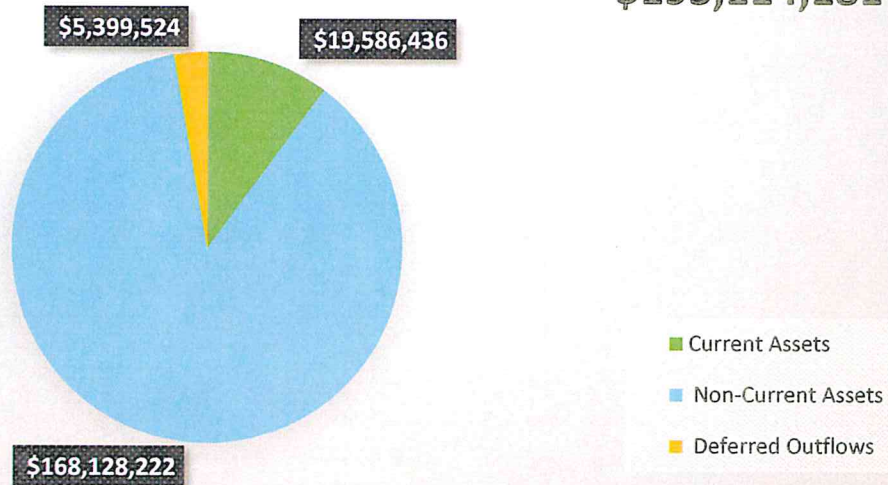
Capitalized Construction: The value of our labor force used to construct our asset infrastructure.

**Palmdale Water District
Balance Sheet Report**

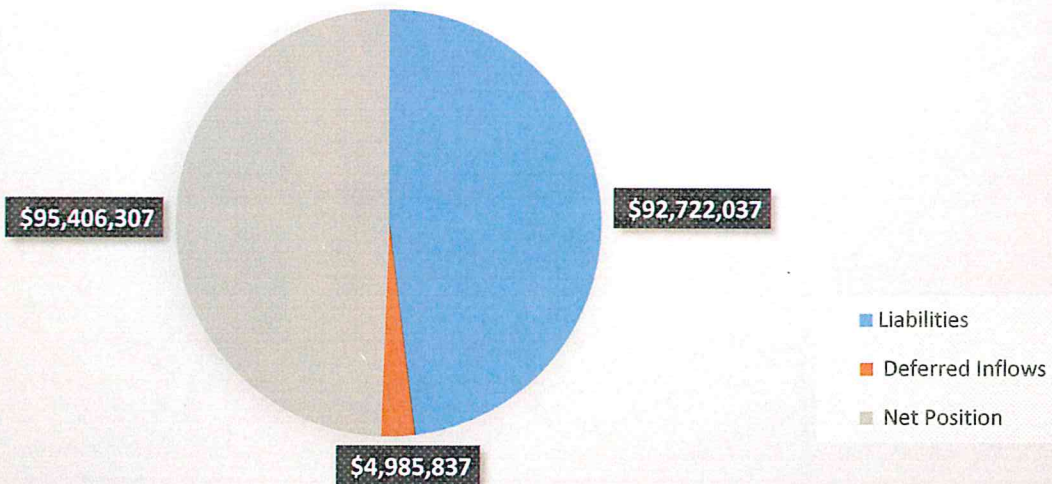
	January 2019	February 2019	March 2019	April 2019	May 2019	June 2019	July 2019	August 2019	September 2019	October 2019
ASSETS										
Current Assets:										
Cash and cash equivalents	\$ (172,201)	\$ 850,293	\$ 152,827	\$ 556,719	\$ 795,587	\$ 240,435	\$ 860,864	\$ 1,049,220	\$ 1,717,752	\$ 1,007,759
Investments	11,978,425	11,300,101	9,470,551	10,415,558	10,182,610	10,723,893	9,830,124	10,011,150	7,834,171	7,933,278
Accrued interest receivable	-	-	-	-	-	-	-	-	-	-
Accounts receivable - water sales and services, net	1,440,059	1,361,918	1,233,979	1,367,579	1,571,645	1,753,716	1,849,589	2,099,395	2,161,089	2,007,512
Accounts receivable - property taxes and assessments	3,703,618	3,401,497	3,368,166	1,445,580	708,504	672,145	7,185,408	7,034,958	7,034,958	7,004,004
Accounts receivable - other	10,103	10,103	10,103	10,103	10,103	10,103	12,102	11,902	11,802	11,702
Materials and supplies inventory	1,015,414	1,054,405	1,561,685	1,529,885	1,508,282	1,476,371	1,391,951	1,336,310	1,232,189	1,135,716
Prepaid items and other deposits	377,107	356,153	335,199	319,466	303,734	352,672	331,550	344,699	323,494	486,466
Total Current Assets	\$ 18,352,526	\$ 18,334,470	\$ 16,132,510	\$ 15,644,891	\$ 15,080,465	\$ 15,229,335	\$ 21,461,588	\$ 21,887,634	\$ 20,315,455	\$ 19,586,436
Non-Current Assets:										
Restricted - cash and cash equivalents	\$ 10,110,068	\$ 9,712,855	\$ 9,730,512	\$ 9,700,094	\$ 9,711,621	\$ 9,730,473	\$ 9,730,473	\$ 8,556,559	\$ 8,556,559	\$ 7,225,673
Investment in Palmdale Recycled Water Authority	1,668,290	1,668,290	1,668,290	1,668,290	1,668,290	1,668,290	1,668,290	1,668,290	1,668,290	1,668,290
Capital assets - not being depreciated	14,706,951	14,263,904	14,444,557	14,794,917	14,620,616	14,812,756	14,960,714	16,343,248	16,502,948	17,637,283
Capital assets - being depreciated, net	143,238,730	143,195,266	142,679,006	142,183,528	142,115,088	142,266,903	142,515,104	141,994,255	141,495,629	141,596,976
Total Non-Current Assets	\$ 169,724,038	\$ 168,840,315	\$ 168,522,365	\$ 168,346,829	\$ 168,115,615	\$ 168,478,422	\$ 168,874,581	\$ 168,562,353	\$ 168,223,426	\$ 168,128,222
TOTAL ASSETS	\$ 188,076,564	\$ 187,174,785	\$ 184,654,875	\$ 183,991,720	\$ 183,196,079	\$ 183,707,757	\$ 190,336,168	\$ 190,449,987	\$ 188,538,881	\$ 187,714,658
DEFERRED OUTFLOWS OF RESOURCES:										
Deferred loss on debt defeasance, net	\$ 2,152,074	\$ 2,139,016	\$ 2,125,959	\$ 2,112,901	\$ 2,099,843	\$ 2,086,785	\$ 2,073,728	\$ 2,060,670	\$ 2,047,612	\$ 2,034,555
Deferred outflows of resources related to pensions	3,364,969	3,364,969	2,837,150	3,364,969	3,364,969	3,364,969	3,364,969	3,364,969	3,364,969	3,364,969
Total Deferred Outflows of Resources	\$ 5,517,043	\$ 5,503,985	\$ 4,963,109	\$ 5,477,870	\$ 5,464,812	\$ 5,451,754	\$ 5,438,697	\$ 5,425,639	\$ 5,412,581	\$ 5,399,524
TOTAL ASSETS AND DEFERRED OUTFLOWS OF RESOURCES	\$ 193,593,607	\$ 192,678,771	\$ 189,617,984	\$ 189,469,590	\$ 188,660,892	\$ 189,159,511	\$ 195,774,865	\$ 195,875,626	\$ 193,951,463	\$ 193,114,181
LIABILITIES AND NET POSITION										
Current Liabilities:										
Accounts payable and accrued expenses	\$ 1,122,481	\$ 531,692	\$ 358,667	\$ 502,130	\$ 456,313	\$ 128,649	\$ 854,544	\$ 554,628	\$ (63,011)	\$ 278,902
Customer deposits for water service	2,958,940	2,978,009	3,056,060	3,045,452	3,038,060	3,042,331	3,060,658	3,041,570	3,045,087	3,073,526
Construction and developer deposits	1,631,376	1,623,827	1,623,717	1,623,277	1,623,277	1,623,277	1,631,736	1,730,966	1,730,085	1,622,785
Accrued interest payable	864,500	1,080,374	1,296,248	215,356	429,710	644,063	858,416	1,072,769	1,003	212,511
Long-term liabilities - due in one year:										
Compensated absences	329,209	356,708	363,947	397,891	384,319	384,319	366,942	365,537	381,560	381,560
Capital lease payable	82,364	82,364	82,364	82,364	82,364	82,364	-	-	-	-
Loan payable	1,186,595	1,186,595	597,860	597,860	597,860	597,860	597,860	597,860	-	-
Revenue bonds payable	520,000	520,000	520,000	520,000	520,000	520,000	520,000	520,000	-	-
Total Current Liabilities	\$ 8,695,466	\$ 8,359,568	\$ 7,918,863	\$ 6,984,331	\$ 7,131,902	\$ 7,022,862	\$ 7,890,156	\$ 7,883,329	\$ 5,094,725	\$ 5,569,286
Non-Current Liabilities:										
Long-term liabilities - due in more than one year:										
Compensated absences	\$ 109,736	\$ 118,903	\$ 127,982	\$ 132,630	\$ 128,106	\$ 128,106	\$ 122,314	\$ 121,846	\$ 127,187	\$ 127,187
Capital lease payable	429,316	429,316	429,316	429,316	429,316	429,316	429,316	429,316	429,316	429,316
Loan payable	8,746,801	8,735,203	8,723,605	8,712,008	8,700,410	8,688,812	8,677,214	8,665,616	8,654,018	8,642,420
Revenue bonds payable	53,490,000	53,490,000	53,490,000	53,490,000	53,490,000	53,490,000	53,490,000	53,490,000	53,490,000	53,490,000
Net other post employment benefits payable	13,705,196	13,812,256	15,884,436	14,026,376	14,133,436	14,240,495	14,347,555	14,454,615	14,561,559	14,668,076
Aggregate net pension liability	9,809,458	9,809,458	9,265,615	9,809,458	9,809,458	9,809,458	9,809,458	9,809,458	9,809,458	9,809,458
Pension-related debt	-	-	816,046	-	-	-	-	-	-	-
Total Non-Current Liabilities	\$ 86,290,508	\$ 86,395,136	\$ 88,737,001	\$ 86,599,788	\$ 86,690,726	\$ 86,786,188	\$ 86,875,858	\$ 86,970,851	\$ 87,071,539	\$ 87,166,457
Total Liabilities	\$ 94,985,973	\$ 94,754,704	\$ 96,655,863	\$ 93,584,118	\$ 93,822,627	\$ 93,809,050	\$ 94,766,014	\$ 94,854,180	\$ 92,166,264	\$ 92,735,743
DEFERRED INFLOWS OF RESOURCES:										
Unearned property taxes and assessments	\$ 2,750,000	\$ 2,200,000	\$ 1,650,000	\$ 1,100,000	\$ 550,000	\$ -	\$ 6,050,000	\$ 5,500,000	\$ 4,950,000	\$ 4,400,000
Deferred inflows of resources related to pensions	585,837	585,837	493,082	585,837	585,837	585,837	585,837	585,837	585,837	585,837
Total Deferred Inflows of Resources	\$ 3,335,837	\$ 2,785,837	\$ 2,143,082	\$ 1,685,837	\$ 1,135,837	\$ 585,837	\$ 6,635,837	\$ 6,085,837	\$ 5,535,837	\$ 4,985,837
NET POSITION:										
Profit/(Loss) from Operations	\$ (436,499)	\$ (570,067)	\$ (2,082,709)	\$ (1,508,662)	\$ (2,005,869)	\$ (943,672)	\$ (1,335,282)	\$ (772,688)	\$ 541,066	\$ (315,694)
Restricted for investment in Palmdale Recycled Water Authority	1,673,178	1,674,908	1,683,223	1,974,945	1,974,945	1,974,945	1,974,945	1,974,945	1,974,945	1,974,945
Unrestricted	94,035,118	94,033,387	91,218,524	93,733,350	93,733,350	93,733,350	93,733,350	93,733,350	93,733,350	93,733,350
Total Net Position	\$ 95,271,797	\$ 95,138,229	\$ 90,819,038	\$ 94,199,634	\$ 93,702,427	\$ 94,764,624	\$ 94,373,014	\$ 94,935,608	\$ 96,249,362	\$ 95,392,602
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES, AND NET POSITION	\$ 193,593,607	\$ 192,678,771	\$ 189,617,984	\$ 189,469,590	\$ 188,660,892	\$ 189,159,511	\$ 195,774,865	\$ 195,875,626	\$ 193,951,463	\$ 193,114,181

BALANCE SHEET AS OF OCTOBER 31, 2019

ASSETS \$193,114,181



Liabilities & Net Position \$193,114,181

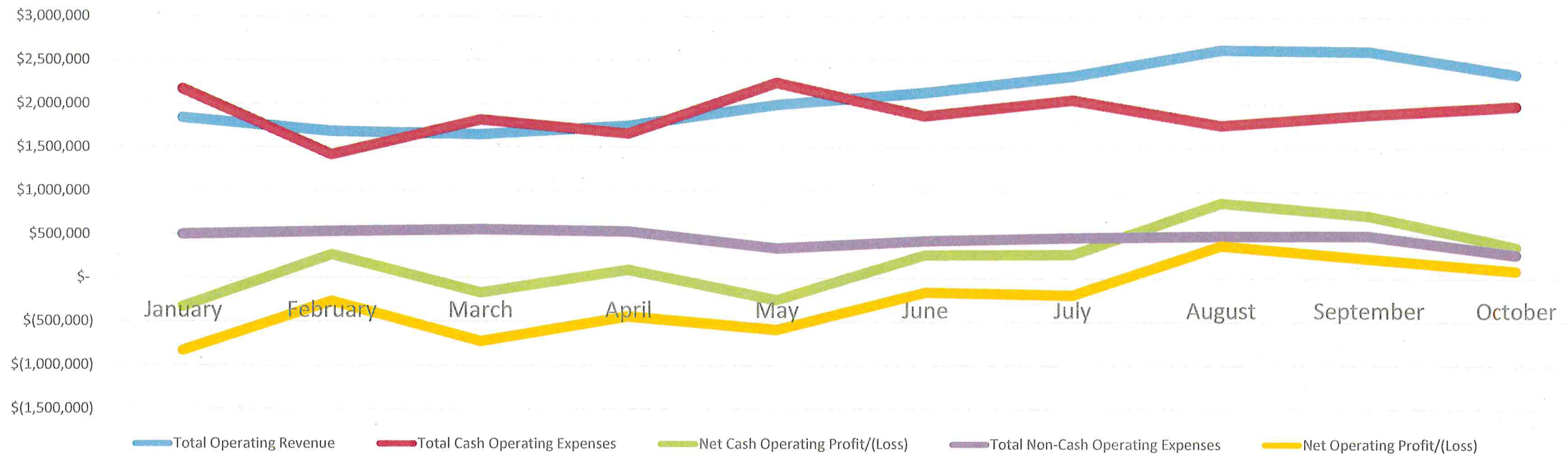


Palmdale Water District
Consolidated Profit and Loss Statement
For the Eight Months Ending 8/31/2019

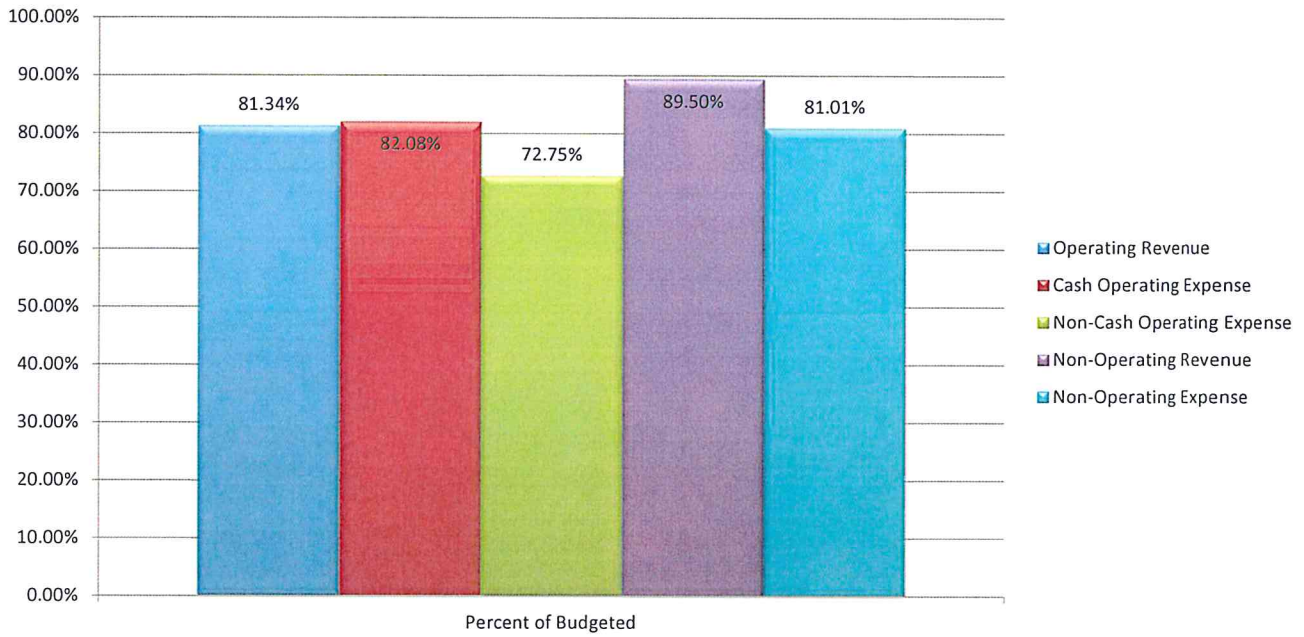
	January	February	March	April	May	June	July	August	September	October	November	December	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:																
Wholesale Water	\$ 56,939	\$ 13,142	\$ 4,431	\$ 6,159	\$ 22,946	\$ 48,639	\$ 56,792	\$ 83,909	\$ 74,761	\$ 71,002			\$ 438,719		\$ 295,000	148.72%
Water Sales	477,735	391,612	319,697	458,685	650,703	749,758	899,138	1,146,736	1,133,292	915,290			7,142,645		9,653,000	73.99%
Meter Fees	1,159,875	1,157,811	1,162,732	1,162,922	1,161,208	1,165,651	1,165,032	1,167,654	1,164,738	1,164,981			11,632,606		13,719,000	84.79%
Water Quality Fees	40,767	37,742	32,863	46,533	64,276	73,116	83,042	98,508	93,494	75,247			645,590		826,500	78.11%
Elevation Fees	15,960	13,363	12,081	18,983	29,360	32,486	39,232	46,900	44,049	34,193			286,606		370,000	77.46%
Other	89,037	67,662	114,931	55,707	61,381	60,163	78,785	81,190	96,264	84,686			789,804		875,000	90.26%
Total Operating Revenue	\$ 1,840,314	\$ 1,681,332	\$ 1,646,735	\$ 1,748,989	\$ 1,989,874	\$ 2,129,812	\$ 2,322,021	\$ 2,624,898	\$ 2,606,596	\$ 2,345,399	\$ -	\$ -	\$ 20,935,969	\$ -	\$ 25,738,500	81.34%
Cash Operating Expenses:																
Directors	\$ 5,059	\$ 9,071	\$ 9,148	\$ 7,520	\$ 13,575	\$ 11,250	\$ 8,789	\$ 10,399	\$ 10,403	\$ 9,628			\$ 94,842		\$ 140,500	67.50%
Administration-Services	183,719	161,469	164,756	189,839	225,371	161,136	163,064	143,516	151,506	177,669			1,722,044		2,119,700	81.24%
Administration-District	97,102	130,093	271,670	114,846	135,398	261,662	155,309	146,623	209,016	113,904			1,635,623		2,166,500	75.50%
Engineering*	166,620	118,271	133,299	115,522	162,159	129,895	121,962	125,821	112,383	208,331			1,394,264	(84,809)	1,511,741	92.23%
Facilities	593,796	453,647	384,805	479,361	899,567	468,644	538,487	390,848	497,017	630,107			5,336,278		6,598,000	80.88%
Operations	271,872	169,296	233,409	305,016	361,769	237,961	334,133	276,023	303,571	270,878			2,763,927		3,012,000	91.76%
Finance	126,506	92,381	90,760	86,475	126,042	95,250	104,902	82,616	98,819	130,681			1,034,431		1,289,750	80.20%
Water Conservation	18,601	18,151	19,672	20,884	31,155	17,869	18,141	18,346	18,385	32,156			213,359		374,150	57.03%
Human Resources	83,872	16,958	29,352	44,820	48,767	24,902	39,151	38,472	27,907	52,432			406,632		438,600	92.71%
Information Technology*	112,651	88,158	47,682	55,307	81,674	109,605	53,697	96,366	59,803	125,542			830,486	84,809	1,040,859	79.79%
Customer Care	141,355	103,026	107,220	98,067	131,809	105,973	96,333	91,997	114,653	128,213			1,118,648		1,347,700	83.00%
Source of Supply-Purchased Water	249,481	57,943	191,827	141,508	3,577	172,228	290,723	351,954	280,783	103,598			1,843,622		1,905,000	96.78%
Plant Expenditures	119,461	(2,733)	8,701	-	21,954	-	-	(15,015)	-	-			132,368		212,000	62.44%
GAC Filter Media Replacement	-	-	123,876	-	-	67,973	123,876	-	-	-			315,725		800,000	39.47%
Total Cash Operating Expenses	\$ 2,170,095	\$ 1,415,731	\$ 1,816,177	\$ 1,659,165	\$ 2,242,817	\$ 1,864,347	\$ 2,048,568	\$ 1,757,968	\$ 1,884,245	\$ 1,983,138	\$ -	\$ -	\$ 18,842,251	\$ -	\$ 22,956,500	82.08%
Net Cash Operating Profit/(Loss)	\$ (329,782)	\$ 265,601	\$ (169,441)	\$ 89,824	\$ (252,943)	\$ 265,466	\$ 273,453	\$ 866,930	\$ 722,351	\$ 362,261	\$ -	\$ -	\$ 2,093,718	\$ -	\$ 2,782,000	75.26%
Non-Cash Operating Expenses:																
Depreciation	\$ 438,723	\$ 442,872	\$ 439,346	\$ 440,091	\$ 443,002	\$ 433,184	\$ 437,529	\$ 436,007	\$ 427,772	\$ 429,933			\$ 4,368,458		\$ 5,050,000	86.50%
OPEB Accrual Expense	127,710	127,710	127,710	127,710	127,710	127,710	127,710	127,710	127,710	127,710			1,277,101		1,750,000	72.98%
Bad Debts	2,488	4,732	10,049	968	(4,752)	(5,202)	2,945	2,370	343	118			14,060		50,000	28.12%
Service Costs Construction	(3,809)	4,106	1,436	14,296	(7,384)	(1,464)	2,506	61,103	24,856	(63,688)			31,958		100,000	31.96%
Capitalized Construction	(63,004)	(45,867)	(22,234)	(49,075)	(217,648)	(125,525)	(104,206)	(137,264)	(87,532)	(219,770)			(1,072,126)		(600,000)	178.69%
Total Non-Cash Operating Expenses	\$ 502,108	\$ 533,553	\$ 556,308	\$ 533,989	\$ 340,928	\$ 428,703	\$ 466,484	\$ 489,926	\$ 493,149	\$ 274,304	\$ -	\$ -	\$ 4,619,451	\$ -	\$ 6,350,000	72.75%
Net Operating Profit/(Loss)	\$ (831,890)	\$ (267,952)	\$ (725,749)	\$ (444,165)	\$ (593,871)	\$ (163,238)	\$ (193,031)	\$ 377,004	\$ 229,202	\$ 87,957	\$ -	\$ -	\$ (2,525,732)	\$ -	\$ (3,568,000)	70.79%
Non-Operating Revenues:																
Assessments (Debt Service)	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 396,000	\$ 371,945	\$ 396,000	\$ 396,000	\$ 396,000	\$ 416,845			\$ 3,956,790		\$ 5,125,000	77.21%
Assessments (1%)	408,124	154,000	154,000	154,000	154,000	617,571	154,000	154,000	158,766	133,155			2,241,616		2,300,000	97.46%
DWR Fixed Charge Recovery	-	-	-	111,507	33,510	-	-	-	27,003	5,252			177,272		175,000	101.30%
Interest	47,884	40,065	38,831	38,631	45,373	53,306	37,512	49,157	10,822	47,816			409,397		150,000	272.93%
CIF - Infrastructure	-	1,963	-	2,833	3,114	-	-	-	37,361	65,587			110,858		18,750	591.25%
CIF - Water Supply	-	-	-	-	-	-	-	-	190,654	15,537			206,191		56,250	366.56%
Grants - State and Federal	9,185	-	-	-	-	-	-	-	-	-			9,185		100,000	9.19%
Other	4,195	(3)	(19)	21,197	366	(11)	8	300	43	(43)			26,034		50,000	52.07%
Total Non-Operating Revenues	\$ 865,388	\$ 592,026	\$ 588,812	\$ 724,168	\$ 632,363	\$ 1,042,811	\$ 587,520	\$ 599,457	\$ 820,650	\$ 684,149	\$ -	\$ -	\$ 7,137,343	\$ -	\$ 7,975,000	89.50%
Non-Operating Expenses:																
Interest on Long-Term Debt	\$ 226,398	\$ 218,157	\$ 218,157	\$ 216,636	\$ 216,636	\$ 216,636	\$ 223,748	\$ 216,636	\$ 216,636	\$ 213,791			\$ 2,183,432		\$ 2,648,000	82.46%
Amortization of SWP	237,754	237,754	237,754	237,885	237,885	237,885	237,885	237,885	237,885	237,885			2,378,457		2,881,000	82.56%
Change in Investments in PRWA	4,888	1,731	-	300,037	-	-	-	-	-	-			306,655		300,000	102.22%
Water Conservation Programs	957	-	2,930	220	538	4,436	14,585	7,731	3,748	9,912			45,056		236,500	19.05%
Total Non-Operating Expenses	\$ 469,997	\$ 457,642	\$ 458,840	\$ 754,778	\$ 455,059	\$ 458,956	\$ 476,218	\$ 462,252	\$ 458,268	\$ 461,588	\$ -	\$ -	\$ 4,913,600	\$ -	\$ 6,065,500	81.01%
Net Earnings	\$ (436,499)	\$ (133,567)	\$ (595,777)	\$ (474,775)	\$ (416,567)	\$ 420,617	\$ (81,730)	\$ 514,209	\$ 591,583	\$ 310,518	\$ -	\$ -	\$ (301,989)	\$ -	\$ (1,658,500)	18.21%

	January	February	March	April	May	June	July	August	September	October	November	December
Total Operating Revenue	\$ 1,840,314	\$ 1,681,332	\$ 1,646,735	\$ 1,748,989	\$ 1,989,874	\$ 2,129,812	\$ 2,322,021	\$ 2,624,898	\$ 2,606,596	\$ 2,345,399	\$ -	\$ -
Total Cash Operating Expenses	\$ 2,170,095	\$ 1,415,731	\$ 1,816,177	\$ 1,659,165	\$ 2,242,817	\$ 1,864,347	\$ 2,048,568	\$ 1,757,968	\$ 1,884,245	\$ 1,983,138	\$ -	\$ -
Net Cash Operating Profit/(Loss)	\$ (329,782)	\$ 265,601	\$ (169,441)	\$ 89,824	\$ (252,943)	\$ 265,466	\$ 273,453	\$ 866,930	\$ 722,351	\$ 362,261	\$ -	\$ -
Total Non-Cash Operating Expenses	\$ 502,108	\$ 533,553	\$ 556,308	\$ 533,989	\$ 340,928	\$ 428,703	\$ 466,484	\$ 489,926	\$ 493,149	\$ 274,304	\$ -	\$ -
Net Operating Profit/(Loss)	\$ (831,890)	\$ (267,952)	\$ (725,749)	\$ (444,165)	\$ (593,871)	\$ (163,238)	\$ (193,031)	\$ 377,004	\$ 229,202	\$ 87,957	\$ -	\$ -

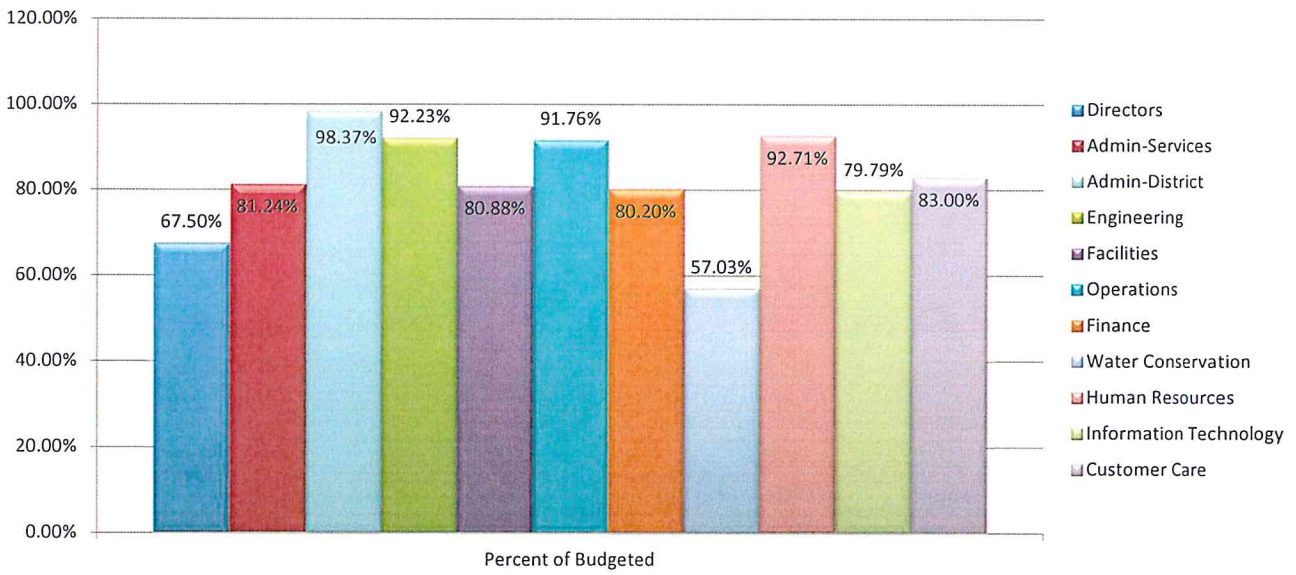
P & L Trending 2019



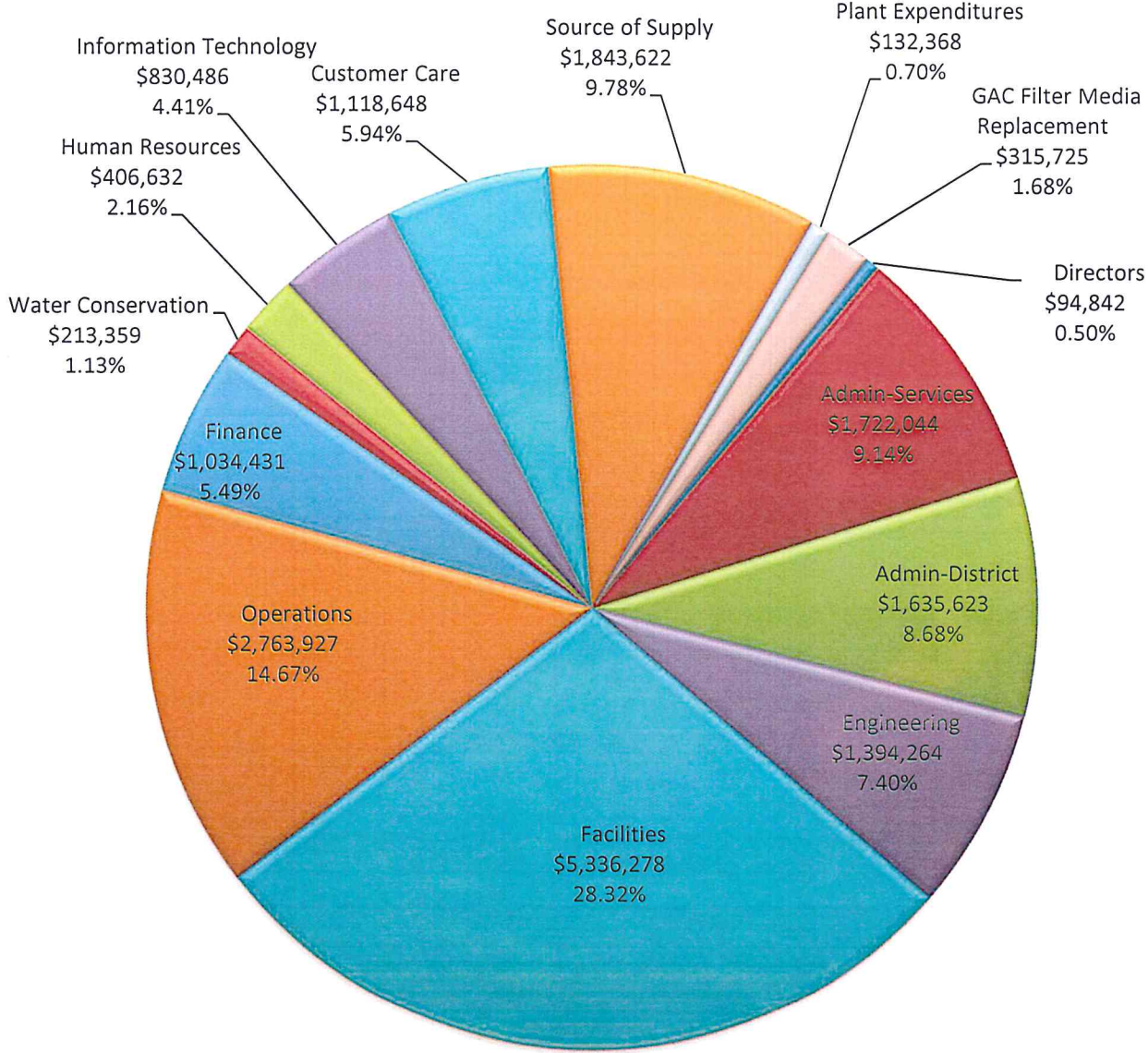
P & L BUDGET vs. ACTUAL



DEPARTMENTAL - BUDGET vs. ACTUAL

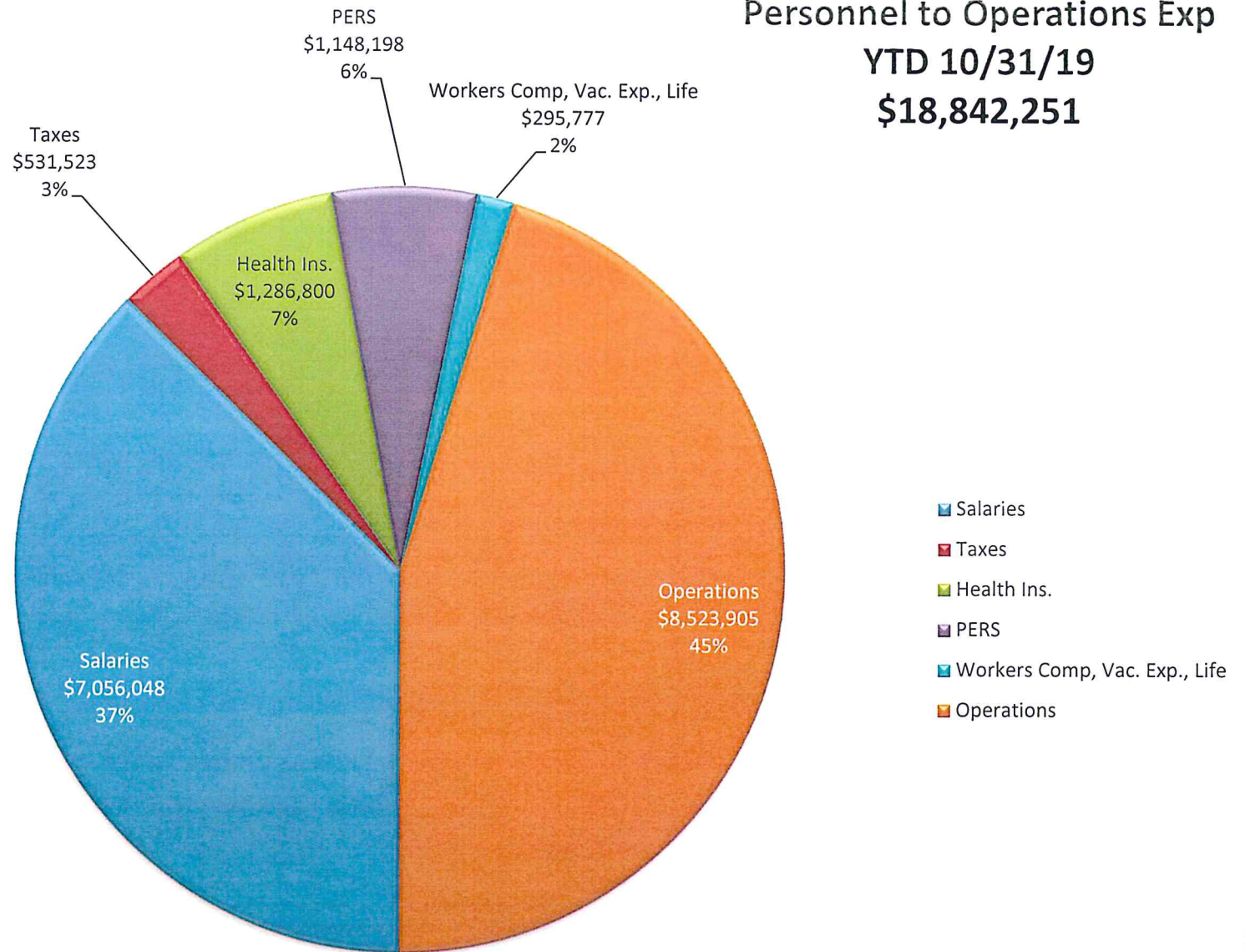


Cash Operating Expenses YTD 10/31/19 \$18,842,251



- Directors
- Admin-Services
- Admin-District
- Engineering
- Facilities
- Operations
- Finance
- Water Conservation
- Human Resources
- Information Technology
- Customer Care
- Source of Supply
- Plant Expenditures
- GAC Filter Media Replacement

Personnel to Operations Exp YTD 10/31/19 \$18,842,251



Palmdale Water District
Revenue Analysis
For the Ten Months Ending 10/31/2019

	2019					2018 to 2019 Comparison		
	Thru September	October	Year-to-Date	Adjusted Budget	% of Budget	October	Year-to-Date	% Change
Operating Revenue:								
Wholesale Water	\$ 367,717	\$ 71,002	\$ 438,719	\$ 295,000	148.72%	\$ (95,316)	\$ 5,773	1.33%
Water Sales	6,227,356	915,290	7,142,645	9,653,000	73.99%	(5,142)	(472,339)	-6.20%
Meter Fees	10,467,624	1,164,981	11,632,606	13,719,000	84.79%	66,392	678,842	6.20%
Water Quality Fees	570,343	75,247	645,590	826,500	78.11%	(1,304)	(41,032)	-5.98%
Elevation Fees	252,412	34,193	286,606	370,000	77.46%	(4,020)	(39,039)	-11.99%
Other	705,119	84,686	789,804	875,000	90.26%	(12,094)	(98,122)	-11.05%
Total Water Sales	\$ 18,590,571	\$ 2,345,399	\$ 20,935,969	\$ 25,738,500	81.34%	\$ (51,484)	\$ 34,082	0.17%
Non-Operating Revenues:								
Assessments (Debt Service)	\$ 3,539,945	\$ 416,845	\$ 3,956,790	\$ 5,125,000	77.21%	\$ (23,572)	\$ (460,524)	-10.43%
Assessments (1%)	2,108,461	133,155	2,241,616	2,300,000	97.46%	(9,762)	377,654	20.26%
DWR Fixed Charge Recovery	172,020	5,252	177,272	175,000	101.30%	(67,056)	(85,398)	-32.51%
Interest	361,580	47,816	409,397	150,000	272.93%	10,887	197,884	93.56%
CIF - Infrastructure	45,271	65,587	110,858	18,750	591.25%	47,014	73,791	199.07%
CIF - Water Supply	190,654	15,537	206,191	56,250	366.56%	(21,761)	136,312	195.07%
Grants - State and Federal	9,185	-	9,185	100,000	9.19%	-	(38,482)	-80.73%
Other	26,077	(43)	26,034	50,000	52.07%	(6,456)	16,372	169.45%
Total Non-Operating Revenues	\$ 6,453,194	\$ 684,149	\$ 7,137,343	\$ 7,975,000	89.50%	\$ (70,705)	\$ 217,609	3.14%
Total Revenue	\$ 25,043,765	\$ 3,029,548	\$ 28,073,313	\$ 33,713,500	83.27%	\$ (122,188)	\$ 251,691	0.92%

	2018				
	Thru September	October	Year-to-Date	Adjusted Budget	% of Budget
Operating Revenue:					
Wholesale Water	\$ 266,627	\$ 166,318	\$ 432,945	\$ 160,000	270.59%
Water Sales	6,694,553	920,431	7,614,985	8,320,000	91.53%
Meter Fees	9,855,175	1,098,589	10,953,764	13,006,500	84.22%
Water Quality Fees	610,071	76,551	686,623	941,000	72.97%
Elevation Fees	287,431	38,214	325,645	360,000	90.46%
Other	791,147	96,779	887,926	800,000	110.99%
Total Water Sales	\$ 18,238,378	\$ 2,230,564	\$ 20,468,942	\$ 23,587,500	86.78%
Non-Operating Revenues:					
Assessments (Debt Service)	\$ 3,976,898	\$ 440,417	\$ 4,417,314	\$ 5,125,000	86.19%
Assessments (1%)	1,721,046	142,917	1,863,963	2,375,000	78.48%
DWR Fixed Charge Recovery	190,362	72,308	262,670	175,000	150.10%
Interest	174,583	36,929	211,512	90,000	235.01%
CIF - Infrastructure	18,495	18,573	37,068	62,500	59.31%
CIF - Water Supply	32,581	37,298	69,879	187,500	37.27%
Grants - State and Federal	47,667	-	47,667	178,000	26.78%
Other	3,249	6,413	9,662	60,000	16.10%
Total Non-Operating Revenues	\$ 6,164,880	\$ 754,854	\$ 6,919,734	\$ 8,253,000	83.85%
Total Revenue	\$ 24,403,258	\$ 2,985,418	\$ 27,388,676	\$ 31,840,500	86.02%

**Palmdale Water District
Operating Expense Analysis
For the Ten Months Ending 10/31/2019**

2019

2018 to 2019 Comparison

	2019			Adjusted Budget	% of Budget	2018 to 2019 Comparison		
	Thru September	October	Year-to-Date			October	Year-to-Date	% Change
Cash Operating Expenses:								
Directors	\$ 85,215	\$ 9,628	\$ 94,842	\$ 140,500	67.50%	\$ (4,667)	\$ (13,904)	-12.79%
Administration-Services	1,544,376	177,669	1,722,044	2,119,700	81.24%	(57,675)	144,157	9.14%
Administration-District	1,521,719	113,904	1,635,623	2,166,500	75.50%	512	15,039	0.93%
Engineering	1,185,933	208,331	1,394,264	1,596,550	87.33%	19,281	(107,366)	-7.15%
Facilities	4,706,172	630,107	5,336,278	6,598,000	80.88%	(19,620)	(545,578)	-9.28%
Operations	2,493,049	270,878	2,763,927	3,012,000	91.76%	3,168	(228,986)	-7.65%
Finance	903,750	130,681	1,034,431	1,289,750	80.20%	2,874	(43,175)	-4.01%
Water Conservation	181,204	32,156	213,359	374,150	57.03%	2,392	11,611	5.76%
Human Resources	354,200	52,432	406,632	438,600	92.71%	(27,492)	(59,391)	-12.74%
Information Technology	704,944	125,542	830,486	956,050	86.87%	58,532	203,812	32.52%
Customer Care	990,434	128,213	1,118,648	1,347,700	83.00%	(21,325)	(29,709)	-2.59%
Source of Supply-Purchased Water	1,740,024	103,598	1,843,622	1,905,000	96.78%	21,092	305,695	19.88%
Plant Expenditures	132,368	-	132,368	212,000	62.44%	(351,845)	(688,921)	-83.88%
GAC Filter Media Replacement	315,725	-	315,725	800,000	39.47%	(108,826)	(681,659)	-68.34%
Total Cash Operating Expenses	\$ 16,859,113	\$ 1,983,138	\$ 18,842,251	\$ 22,956,500	82.08%	\$ (483,600)	\$ (1,718,374)	-9.12%
Non-Cash Operating Expenses:								
Depreciation	\$ 3,938,525	\$ 429,933	\$ 4,368,458	\$ 5,050,000	86.50%	\$ (5,261)	\$ (64,209)	-1.45%
OPEB Accrual Expense	1,149,391	127,710	1,277,101	1,750,000	72.98%	(127,710)	(127,710)	
Bad Debts	13,942	118	14,060	50,000	28.12%	(1,370)	(75,396)	-84.28%
Service Costs Construction	95,646	(63,688)	31,958	100,000	31.96%	(88,075)	(64,737)	-66.95%
Capitalized Construction	(852,357)	(219,770)	(1,072,126)	(600,000)	178.69%	(46,967)	(361,415)	50.85%
Total Non-Cash Operating Expenses	\$ 4,345,147	\$ 274,304	\$ 4,619,451	\$ 6,350,000	72.75%	\$ (269,382)	\$ (693,468)	-15.01%
Non-Operating Expenses:								
Interest on Long-Term Debt	\$ 1,969,640	\$ 213,791	\$ 2,183,432	\$ 2,648,000	82.46%	\$ (4,365)	\$ 210,920	10.69%
Amortization of SWP	2,140,572	237,885	2,378,457	2,881,000	82.56%	131	207,565	9.56%
Change in Investments in PRWA	306,655	-	306,655	300,000	102.22%	-	1,918	0.63%
Water Conservation Programs	35,144	9,912	45,056	236,500	19.05%	1,795	(34,739)	-43.54%
Total Non-Operating Expenses	\$ 4,452,011	\$ 461,588	\$ 4,913,600	\$ 6,065,500	81.01%	\$ (2,440)	\$ 385,663	8.52%
Total Expenses	\$ 25,656,272	\$ 2,719,030	\$ 28,375,302	\$ 35,372,000	80.22%	\$ (755,422)	\$ (2,026,179)	-6.66%

**Palmdale Water District
Operating Expense Analysis
For the Ten Months Ending 10/31/2019**

2018 to 2019 Comparison

	2018				
	Thru September	October	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	\$ 94,451	\$ 14,295	\$ 108,746	\$ 140,500	77.40%
Administration-Services	1,342,543	235,344	1,577,887	1,957,200	80.62%
Administration-District	1,507,192	113,392	1,620,585	1,730,000	93.68%
Engineering	1,312,580	189,050	1,501,630	1,662,900	90.30%
Facilities	5,232,129	649,727	5,881,856	7,091,750	82.94%
Operations	2,725,203	267,710	2,992,913	3,032,007	98.71%
Finance	949,799	127,807	1,077,606	1,291,250	83.45%
Water Conservation	171,985	29,763	201,749	300,000	67.25%
Human Resources	386,099	79,924	466,022	636,850	73.18%
Information Technology	559,664	67,010	626,674	896,350	69.91%
Customer Care	998,818	149,539	1,148,357	1,312,700	87.48%
Source of Supply-Purchased Water	1,455,420	82,506	1,537,926	2,100,000	73.23%
Plant Expenditures	469,444	351,845	821,290	1,144,000	71.79%
GAC Filter Media Replacement	888,558	108,826	997,384	840,000	118.74%
Total Cash Operating Expenses	\$ 18,093,887	\$ 2,466,738	\$ 20,560,625	\$ 24,135,507	85.19%
Non-Cash Operating Expenses:					
Depreciation	\$ 3,997,473	\$ 435,194	\$ 4,432,668	\$ 6,000,000	73.88%
OPEB Accrual Expense	1,149,391	255,420	1,404,811	2,300,000	61.08%
Bad Debts	87,969	1,488	89,456	50,000	178.91%
Service Costs Construction	72,308	24,386	96,695	125,000	77.36%
Capitalized Construction	(537,908)	(172,803)	(710,711)	(600,000)	118.45%
Total Non-Cash Operating Expenses	\$ 4,769,233	\$ 543,686	\$ 5,312,919	\$ 7,875,000	67.47%
Non-Operating Expenses:					
Interest on Long-Term Debt	\$ 1,754,355	\$ 218,157	\$ 1,972,512	\$ 2,063,500	95.59%
Amortization of SWP	1,933,138	237,754	2,170,892	2,851,000	76.14%
Change in Investments in PRWA	304,738	-	304,738	300,000	101.58%
Water Conservation Programs	71,677	8,117	79,795	221,000	36.11%
Total Non-Operating Expenses	\$ 4,063,908	\$ 464,028	\$ 4,527,937	\$ 5,435,500	83.30%
Total Expenses	\$ 26,927,028	\$ 3,474,452	\$ 30,401,480	\$ 37,446,007	81.19%

Palmdale Water District
2019 Directors Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ -	\$ -	\$ -	\$ -	
Employee Benefits					
1-01-4005-000 Payroll Taxes	3,594	5,500		1,906	65.35%
Subtotal (Benefits)	3,594	5,500	-	1,906	65.35%
Total Personnel Expenses	<u>\$ 3,594</u>	<u>\$ 5,500</u>	<u>\$ -</u>	<u>\$ 1,906</u>	<u>65.35%</u>

OPERATING EXPENSES:

1-01-xxxx-006 Director Share - Dizmang, Gloria	\$ 4,805	\$ 23,010		\$ 18,205	20.88%
1-01-xxxx-007 Director Share - Alvarado, Robert	26,050	27,000		950	96.48%
1-01-xxxx-008 Director Share - Mac Laren, Kathy	20,323	27,000		6,677	75.27%
1-01-xxxx-010 Director Share - Dino, Vincent	18,501	27,000		8,499	68.52%
1-01-xxxx-011 Director Share - Henriquez, Marco	3,990	3,990		(0)	100.01%
1-01-xxxx-012 Director Share - Wilson, Don	17,578	27,000		9,422	65.10%
Subtotal Operating Expenses	91,248	135,000	-	43,752	67.59%
Total O & M Expenses	<u>\$ 94,842</u>	<u>\$ 140,500</u>	<u>\$ -</u>	<u>\$ 45,658</u>	<u>67.50%</u>

Palmdale Water District
2019 Administration Services Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 1,077,778	\$ 1,350,000		\$ 272,222	79.84%
1-02-4000-100 Overtime	3,324	14,000		10,676	23.74%
Subtotal (Salaries)	<u>\$ 1,081,102</u>	<u>\$ 1,364,000</u>	<u>\$ -</u>	<u>\$ 282,898</u>	<u>79.26%</u>
Employee Benefits					
1-02-4005-000 Payroll Taxes	\$ 74,560	\$ 96,500		21,940	77.26%
1-02-4010-000 Health Insurance	159,649	194,000		34,351	82.29%
1-02-4015-000 PERS	86,769	120,000		33,231	72.31%
Subtotal (Benefits)	<u>\$ 320,978</u>	<u>\$ 410,500</u>	<u>\$ -</u>	<u>\$ 89,522</u>	<u>78.19%</u>
Total Personnel Expenses	<u><u>\$ 1,402,080</u></u>	<u><u>\$ 1,774,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 372,420</u></u>	<u><u>79.01%</u></u>
OPERATING EXPENSES:					
1-02-4050-000 Staff Travel	\$ 12,221	\$ 14,000	\$ -	\$ 1,779	87.30%
1-02-4050-100 General Manager Travel	4,496	5,000		504	89.92%
1-02-4060-000 Staff Conferences & Seminars	8,445	6,000		(2,445)	140.75%
1-02-4060-100 General Manager Conferences & Seminars	2,659	4,000		1,341	66.48%
1-02-4130-000 Bank Charges	152,745	150,000		(2,745)	101.83%
1-02-4150-000 Accounting Services	23,715	25,000		1,285	94.86%
1-02-4175-000 Permits	13,517	17,500		3,983	77.24%
1-02-4180-000 Postage	8,993	25,000		16,007	35.97%
1-02-4190-100 Public Relations - Publications	21,155	30,000		8,845	70.52%
1-02-4190-700 Public Affairs - Marketing/Outreach	37,101	25,000		(12,101)	148.40%
1-02-4190-710 Public Affairs -Advertising	584	4,000		3,416	14.60%
1-02-4190-720 Public Affairs - Equipment	1,333	2,500		1,167	53.33%
1-02-4190-730 Public Affairs -Conference/Seminar/Travel	1,064	2,500		1,436	42.56%
1-02-4190-740 Public Affairs - Consultants	-	3,000		3,000	0.00%
1-02-4190-750 Public Affairs - Membership	640	700		60	91.43%
1-02-4200-000 Advertising	2,208	4,000		1,792	55.20%
1-02-4205-000 Office Supplies	23,605	22,000		(1,605)	107.30%
1-02-4210-000 Office Furniture	5,482	5,000		(482)	109.64%
Subtotal Operating Expenses	<u>\$ 319,964</u>	<u>\$ 345,200</u>	<u>\$ -</u>	<u>\$ 25,236</u>	<u>92.69%</u>
Total Departmental Expenses	<u><u>\$ 1,722,044</u></u>	<u><u>\$ 2,119,700</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 397,656</u></u>	<u><u>81.24%</u></u>

Palmdale Water District
2019 Administration District Wide Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-02-5070-001 On-Call	\$ 67,469	\$ 105,000		\$ 37,531	64.26%
Subtotal (Salaries)	\$ 67,469	\$ 105,000	\$ -	\$ 37,531	64.26%
Employee Benefits					
1-02-5070-002 PERS-Unfunded Liability	\$ 571,453	\$ 699,000		127,547	81.75%
1-02-5070-003 Workers Compensation	258,211	375,000		116,789	68.86%
1-02-5070-004 Vacation Benefit Expense	32,208	25,000		(7,208)	128.83%
1-02-5070-005 Life Insurance	5,358	6,500		1,142	82.43%
Subtotal (Benefits)	\$ 867,230	\$ 1,105,500	\$ -	\$ 238,270	78.45%
Total Personnel Expenses	\$ 934,700	\$ 1,210,500	\$ -	\$ 275,800	77.22%
OPERATING EXPENSES:					
1-02-5070-006 Other Operating	\$ 20,468	\$ 25,000		4,532	81.87%
1-02-5070-007 Consultants	181,262	234,000		52,738	77.46%
1-02-5070-008 Insurance	192,102	280,000		87,898	68.61%
1-02-5070-009 Groundwater Adjudication - Legal	28,401	40,000		11,600	71.00%
1-02-5070-010 Legal Services	90,446	125,000		34,554	72.36%
1-02-5070-011 Memberships/Subscriptions	96,322	125,000		28,678	77.06%
1-02-5070-012 Elections	51,671	57,000		5,329	90.65%
1-02-5070-014 Groundwater Adjudication - Assessment	40,251	45,000		4,749	89.45%
Subtotal Operating Expenses	\$ 700,924	\$ 931,000	\$ -	\$ 230,076	75.29%
Total Departmental Expenses	\$ 1,635,623	\$ 2,141,500	\$ -	\$ 505,877	76.38%

Palmdale Water District
2019 Engineering Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries*	\$ 969,969	\$ 1,092,500	\$ (68,789)	\$ 53,742	94.75%
1-03-4000-100 Overtime*	29,502	11,250	(1,433)	(19,685)	300.52%
Subtotal (Salaries)	<u>\$ 999,471</u>	<u>\$ 1,103,750</u>	<u>\$ (70,222)</u>	<u>\$ 34,057</u>	<u>96.70%</u>
Employee Benefits					
1-03-4005-000 Payroll Taxes*	75,697	82,000	(7,711)	(1,408)	101.90%
1-03-4010-000 Health Insurance	183,403	211,000		27,597	86.92%
1-03-4015-000 PERS*	83,690	106,000	(6,876)	15,434	84.43%
Subtotal (Benefits)	<u>\$ 342,790</u>	<u>\$ 399,000</u>	<u>\$ (14,587)</u>	<u>\$ 41,623</u>	<u>89.17%</u>
Total Personnel Expenses	<u><u>\$ 1,342,261</u></u>	<u><u>\$ 1,502,750</u></u>	<u><u>\$ (84,809)</u></u>	<u><u>\$ 75,680</u></u>	<u><u>94.66%</u></u>
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 4,346	\$ 4,500		\$ 154	96.58%
1-03-4060-000 Staff Conferences & Seminars	1,590	4,800		3,210	33.13%
1-03-4060-001 Staff Training - Auto CAD Civil 3D	-	13,000		13,000	0.00%
1-03-4155-000 Contracted Services	2,481	20,000		17,519	12.40%
1-03-4165-000 Memberships/Subscriptions	5,254	2,500		(2,754)	210.18%
1-03-4250-000 General Materials & Supplies	3,197	10,500		7,303	30.45%
1-03-8100-100 Computer Software - Maint. & Support	3,262	31,000		27,738	10.52%
1-03-8100-200 Computer Software - SCADAWatch	31,873	7,500		(24,373)	424.97%
Subtotal Operating Expenses	<u>\$ 52,003</u>	<u>\$ 93,800</u>	<u>\$ -</u>	<u>\$ 41,797</u>	<u>55.44%</u>
Total Departmental Expenses	<u><u>\$ 1,394,264</u></u>	<u><u>\$ 1,596,550</u></u>	<u><u>\$ (84,809)</u></u>	<u><u>\$ 117,477</u></u>	<u><u>92.23%</u></u>

* Budget adjustments by Board action 03/25/19

**Palmdale Water District
2019 Facilities Budget
For the Ten Months Ending Thursday, October 31, 2019**

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 1,860,352	\$ 2,251,500		\$ 391,148	82.63%
1-04-4000-100 Overtime	142,821	115,000		(27,821)	124.19%
Subtotal (Salaries)	<u>\$ 2,003,173</u>	<u>\$ 2,366,500</u>	\$ -	<u>\$ 363,328</u>	<u>84.65%</u>
Employee Benefits					
1-04-4005-000 Payroll Taxes	157,636	181,000		23,364	87.09%
1-04-4010-000 Health Insurance	451,377	473,000		21,623	95.43%
1-04-4015-000 PERS	159,167	230,500		71,333	69.05%
Subtotal (Benefits)	<u>\$ 768,180</u>	<u>\$ 884,500</u>	\$ -	<u>\$ 116,320</u>	<u>86.85%</u>
Total Personnel Expenses	<u><u>\$ 2,771,352</u></u>	<u><u>\$ 3,251,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 479,648</u></u>	<u><u>85.25%</u></u>
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ 6,673	\$ 6,000		\$ (673)	111.22%
1-04-4060-000 Staff Confrences & Seminars	3,689	15,000		11,311	24.59%
1-04-4155-000 Contracted Services	478,298	571,500		93,202	83.69%
1-04-4175-000 Permits-Dams	42,780	40,000		(2,780)	106.95%
1-04-4215-100 Natural Gas - Wells & Boosters	175,459	210,000		34,541	83.55%
1-04-4215-200 Natural Gas - Buildings	5,980	9,000		3,020	66.45%
1-04-4220-100 Electricity - Wells & Boosters	879,025	1,150,000		270,975	76.44%
1-04-4220-200 Electricity - Buildings	61,724	88,000		26,276	70.14%
1-04-4225-000 Maint. & Repair - Vehicles	19,996	32,500		12,504	61.53%
1-04-4230-100 Maint. & Rep. Office Building	5,128	25,000		19,872	20.51%
1-04-4235-110 Maint. & Rep. Equipment	7,138	12,000		4,862	59.48%
1-04-4235-400 Maint. & Rep. Operations - Wells	44,358	80,000		35,642	55.45%
1-04-4235-405 Maint. & Rep. Operations - Boosters	42,475	50,000		7,525	84.95%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	9,870	25,000		15,130	39.48%
1-04-4235-415 Maint. & Rep. Operations - Facilities	15,971	50,000		34,029	31.94%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	222,782	300,000		77,218	74.26%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	169	15,000		14,831	1.12%
1-04-4235-430 Maint. & Rep. Operations - Palmdale Dam	670	-		(670)	
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	4,884	10,000		5,116	48.84%
1-04-4235-440 Maint. & Rep. Operations - Large Meters	12,883	25,000		12,117	51.53%
1-04-4235-445 Maint. & Rep. Operations - Telemetry	893	-		(893)	
1-04-4235-450 Maint. & Rep. Operations - Hypo Generators	1,443	10,000		8,557	14.43%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	57,703	42,500		(15,203)	135.77%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	2,374	5,000		2,626	47.47%
1-04-4235-461 Maint. & Rep. Operations - Air Vac	14,815	15,000		185	98.77%
1-04-4235-470 Maint. & Rep. Operations - Meters Exchanges	71,610	50,000		(21,610)	143.22%
1-04-4270-300 Telecommunication - Other	6,870	5,000		(1,870)	137.39%
1-04-4300-100 Testing - Regulatory Compliance	8,725	20,000		11,275	43.63%
1-04-4300-200 Testing - Large Meters	13,165	12,500		(665)	105.32%
1-04-4300-300 Testing - Edison Testing	5,800	15,000		9,200	38.67%
1-04-6000-000 Waste Disposal	12,242	20,000		7,758	61.21%
1-04-6100-100 Fuel and Lube - Vehicle	100,167	134,000		33,833	74.75%
1-04-6100-200 Fuel and Lube - Machinery	24,524	25,000		476	98.10%
1-04-6200-000 Uniforms	15,995	28,000		12,005	57.12%
1-04-6300-100 Supplies - General	27,459	55,000		27,541	49.93%
1-04-6300-200 Supplies - Hypo Generators	6,627	7,500		873	88.36%
1-04-6300-300 Supplies - Electrical	553	3,000		2,447	18.44%
1-04-6300-400 Supplies - Telemetry	1,815	5,000		3,185	36.31%
1-04-6300-800 Supplies - Construction Materials	28,980	35,000		6,020	82.80%
1-04-6400-000 Tools	35,406	45,000		9,594	78.68%
1-04-6450-000 Equipment	-	15,500		15,500	0.00%
1-04-7000-100 Leases -Equipment	17,961	15,000		(2,961)	119.74%
1-04-7000-100 Leases -Vehicles	69,850	70,000		150	99.79%
Subtotal Operating Expenses	<u>\$ 2,564,926</u>	<u>\$ 3,347,000</u>	<u>\$ -</u>	<u>\$ 782,074</u>	<u>76.63%</u>
Total Departmental Expenses	<u><u>\$ 5,336,278</u></u>	<u><u>\$ 6,598,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 1,261,722</u></u>	<u><u>80.88%</u></u>

Palmdale Water District
2019 Operation Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 871,711	\$ 1,006,500		\$ 134,789	86.61%
1-05-4000-100 Overtime	92,277	73,500		(18,777)	125.55%
Subtotal (Salaries)	\$ 963,988	\$ 1,080,000	\$ -	\$ 116,012	89.26%
Employee Benefits					
1-05-4005-000 Payroll Taxes	74,938	81,000		6,062	92.52%
1-05-4010-000 Health Insurance	138,322	179,000		40,678	77.27%
1-05-4015-000 PERS	76,191	102,000		25,809	74.70%
Subtotal (Benefits)	\$ 289,451	\$ 362,000	\$ -	\$ 72,549	79.96%
Total Personnel Expenses	\$ 1,253,439	\$ 1,442,000	\$ -	\$ 188,561	86.92%
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ 3,463	\$ 3,000		\$ (463)	115.44%
1-05-4060-000 Staff Conferences & Seminars	1,535	3,000		1,465	51.17%
1-05-4120-100 Training - Lab Equipment	-	5,000			
1-05-4155-000 Contracted Services	57,915	97,000		39,085	59.71%
1-05-4175-000 Permits	7,838	68,000		60,162	11.53%
1-05-4215-200 Natural Gas - WTP	891	3,000		2,109	29.71%
1-05-4220-200 Electricity - WTP	198,904	200,000		1,096	99.45%
1-05-4230-110 Maint. & Rep. - Office Equipment	1,705	5,000		3,295	34.10%
1-05-4235-110 Maint. & Rep. Operations - Equipment	16,241	20,000		3,759	81.21%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	7,036	6,000		(1,036)	117.26%
1-05-4235-415 Maint. & Rep. Operations - Facilities	76,845	70,000		(6,845)	109.78%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	2,790	10,000		7,210	27.90%
1-05-4236-000 Palmdale Lake Management	103,052	100,000		(3,052)	103.05%
1-05-6000-000 Waste Disposal	22,495	20,000		(2,495)	112.47%
1-05-6200-000 Uniforms	9,775	16,000		6,225	61.10%
1-05-6300-100 Supplies - Misc.	6,268	15,000		8,732	41.79%
1-05-6300-600 Supplies - Lab	39,755	60,000		20,245	66.26%
1-05-6300-700 Outside Lab Work	62,048	100,000		37,953	62.05%
1-05-6400-000 Tools	3,015	6,000		2,985	50.25%
1-05-6500-000 Chemicals	878,376	760,000		(118,376)	115.58%
1-05-7000-100 Leases -Equipment	10,542	3,000		(7,542)	351.41%
Subtotal Operating Expenses	\$ 1,510,489	\$ 1,570,000	\$ -	\$ 54,511	96.21%
Total Departmental Expenses	\$ 2,763,927	\$ 3,012,000	\$ -	\$ 243,073	91.76%

Palmdale Water District
2019 Finance Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 579,470	\$ 711,750		\$ 132,280	81.41%
1-06-4000-100 Overtime	582	3,000		2,418	19.38%
Subtotal (Salaries)	<u>\$ 580,052</u>	<u>\$ 714,750</u>	\$ -	<u>\$ 134,698</u>	<u>81.15%</u>
Employee Benefits					
1-06-4005-000 Payroll Taxes	42,064	55,000		12,936	76.48%
1-06-4010-000 Health Insurance	86,713	101,250		14,537	85.64%
1-06-4015-000 PERS	53,504	72,500		18,996	73.80%
Subtotal (Benefits)	<u>\$ 182,281</u>	<u>\$ 228,750</u>	\$ -	<u>\$ 46,469</u>	<u>79.69%</u>
Total Personnel Expenses	<u><u>\$ 762,333</u></u>	<u><u>\$ 943,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 181,167</u></u>	<u><u>80.80%</u></u>
OPERATING EXPENSES:					
1-06-4050-000 Staff Travel	\$ 347	\$ 2,000		\$ 1,654	17.33%
1-06-4060-000 Staff Conferences & Seminars	547	1,500.00		953	36.45%
1-06-4155-000 Contracted Services	14,835	12,250		(2,585)	121.10%
1-06-4155-100 Contracted Services - Infosend	207,514	270,000		62,486	76.86%
1-06-4165-000 Memberships/Subscriptions	220	500		280	44.00%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	500		500	0.00%
1-06-4250-000 General Material & Supplies	-	3,000		3,000	0.00%
1-06-4260-000 Business Forms	-	4,000		4,000	0.00%
1-06-4270-100 Telecommunication - Office	25,688	25,000		(688)	102.75%
1-06-4270-200 Telecommunication - Cellular Stipend	20,345	24,500		4,155	83.04%
1-06-7000-100 Leases - Equipment	2,603	3,000		397	86.76%
Subtotal Operating Expenses	<u>\$ 272,098</u>	<u>\$ 346,250</u>	\$ -	<u>\$ 74,152</u>	<u>78.58%</u>
Total Departmental Expenses	<u><u>\$ 1,034,431</u></u>	<u><u>\$ 1,289,750</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 255,319</u></u>	<u><u>80.20%</u></u>

Palmdale Water District
2019 Water Conservation Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-07-4000-000 Salaries	\$ 135,280	\$ 156,750		\$ 21,470	86.30%
1-07-4000-100 Overtime	3,923	3,000		(923)	130.78%
Subtotal (Salaries)	<u>\$ 139,203</u>	<u>\$ 159,750</u>		<u>\$ 20,547</u>	<u>87.14%</u>
Employee Benefits					
1-07-4005-000 Payroll Taxes	11,016	12,500		1,484	88.13%
1-07-4010-000 Health Insurance	36,866	40,400		3,534	91.25%
1-07-4015-000 PERS	13,193	16,000		2,807	82.45%
Subtotal (Benefits)	<u>\$ 61,074</u>	<u>\$ 68,900</u>	<u>\$ -</u>	<u>\$ 7,826</u>	<u>88.64%</u>
Total Personnel Expenses	<u><u>\$ 200,278</u></u>	<u><u>\$ 228,650</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 29,296</u></u>	<u><u>87.59%</u></u>
OPERATING EXPENSES:					
1-07-4050-000 Staff Travel	\$ 1,885	\$ 2,500		\$ 615	75.41%
1-07-4060-000 Staff Confrences & Seminar	1,145	3,000		1,855	38.17%
1-07-4190-300 Public Relations - Landscape Workshop/Training	89	5,000		4,911	1.79%
1-07-4190-400 Public Relations - Contests	390	3,000		2,610	13.01%
1-07-4190-500 Public Relations - Education Programs	1,177	120,000		118,823	0.98%
1-07-4190-900 Public Relations - Other	1,522	5,000		3,478	30.44%
1-07-6300-100 Supplies - Misc.	6,873	7,000		127	98.19%
Subtotal Operating Expenses	<u>\$ 13,082</u>	<u>\$ 145,500</u>	<u>\$ -</u>	<u>\$ 132,418</u>	<u>8.99%</u>
Total Departmental Expenses	<u><u>\$ 213,359</u></u>	<u><u>\$ 374,150</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 161,714</u></u>	<u><u>57.03%</u></u>

Palmdale Water District
2019 Human Resources Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 196,621	\$ 222,750		\$ 26,129	88.27%
1-08-4000-100 Salaries - Overtime	613	1,000		387	61.28%
Subtotal (Salaries)	<u>\$ 197,234</u>	<u>\$ 222,750</u>	\$ -	<u>\$ 26,129</u>	<u>88.54%</u>
Employee Benefits					
1-08-4005-000 Payroll Taxes	15,572	17,000		1,428	91.60%
1-08-4010-000 Health Insurance	26,967	31,750		4,783	84.94%
1-08-4015-000 PERS	15,145	18,000		2,855	84.14%
Subtotal (Benefits)	<u>\$ 57,684</u>	<u>\$ 66,750</u>	\$ -	<u>\$ 9,066</u>	<u>86.42%</u>
Total Personnel Expenses	<u><u>\$ 254,918</u></u>	<u><u>\$ 289,500</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 35,195</u></u>	<u><u>88.05%</u></u>
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 1,344	\$ 1,500		\$ 156	89.63%
1-08-4060-000 Staff Conferences & Seminars	1,574	1,500		(74)	104.93%
1-08-4070-000 Employee Expense	70,829	50,000		(20,829)	141.66%
1-08-4090-000 Temporary Staffing	13,793	-		(13,793)	
1-08-4095-000 Employee Recruitment	7,342	3,000		(4,342)	244.72%
1-08-4100-000 Employee Retention	2,446	5,000		2,554	48.92%
1-08-4105-000 Employee Relations	1,134	3,500		2,366	32.40%
1-08-4120-100 Training-Safety	2,431	35,000		32,569	6.95%
1-08-4120-200 Training-Speciality	16,126	15,000		(1,126)	107.51%
1-08-4121-000 Safety Program	35	1,000		965	3.50%
1-08-4165-000 Membership/Subscriptions	1,349	1,600		251	84.33%
1-08-4165-100 HR/Safety Publications	-	1,000		1,000	0.00%
1-08-6300-500 Supplies - Safety	33,311	30,000		(3,311)	111.04%
Subtotal Operating Expenses	<u>\$ 151,714</u>	<u>\$ 148,100</u>	\$ -	<u>\$ (3,614)</u>	<u>102.44%</u>
Total Departmental Expenses	<u><u>\$ 406,632</u></u>	<u><u>\$ 437,600</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 30,968</u></u>	<u><u>92.92%</u></u>

Palmdale Water District
2019 Information Technology Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries*	\$ 236,850	\$ 213,500	\$ 68,789	\$ 45,439	83.90%
1-09-4000-100 Overtime*	731	3,000	1,433	3,702	16.48%
Subtotal (Salaries)	\$ 237,580	\$ 216,500	\$ 70,222	\$ 49,142	82.86%
Employee Benefits					
1-09-4005-000 Payroll Taxes*	18,070	17,000	7,711	6,641	73.13%
1-09-4010-000 Health Insurance	25,898	24,750		(1,148)	104.64%
1-09-4015-000 PERS*	21,296	21,750	6,876	7,330	74.39%
Subtotal (Benefits)	\$ 65,264	\$ 63,500	\$ 14,587	\$ 12,823	83.58%
Total Personnel Expenses	\$ 302,844	\$ 280,000	\$ 84,809	\$ 61,965	83.01%

OPERATING EXPENSES:

1-09-4050-000 Staff Travel	\$ 2,968	\$ 3,000		\$ 32	98.92%
1-09-4060-000 Staff Conferences & Seminars	2,017	10,000		7,983	20.17%
1-09-4155-000 Contracted Services	136,066	200,850	(7,000)	57,784	70.19%
1-09-4165-000 Memberships/Subscriptions	1,455	2,500		1,045	58.20%
1-09-4270-000 Telecommunications	77,922	99,500		21,578	78.31%
1-09-7000-100 Leases - Equipment	45,288				
1-09-8000-100 Computer Equipment - Computers	54,264	45,000	7,000	(2,264)	104.35%
1-09-8000-200 Computer Equipment - Laptops	40,935	45,000		4,065	90.97%
1-09-8000-300 Computer Equipment - Monitors	2,214	2,000		(214)	110.70%
1-09-8000-500 Computer Equipment - Toner Cartridges	72	3,000		2,928	2.41%
1-09-8000-550 Computer Equipment - Telephony	-	3,000		3,000	0.00%
1-09-8000-600 Computer Equipment - Other	13,836	25,000		11,164	55.34%
1-09-8000-650 Computer Equipment - Warranty & Support	6,000	15,000		9,000	40.00%
1-09-8100-100 Computer Software - Maint. and Support	105,410	145,200		39,790	72.60%
1-09-8100-150 Computer Software - Dynamics GP Support	30,996	55,000		24,004	56.36%
1-09-8100-200 Computer Software - Software and Upgrades	8,200	20,000		11,800	41.00%
Subtotal Operating Expenses	\$ 527,642	\$ 674,050	\$ -	\$ 191,696	78.28%
Total Departmental Expenses	\$ 830,486	\$ 954,050	\$ 84,809	\$ 253,661	79.94%

* Budget adjustments by Board action 03/25/19

Palmdale Water District
2019 Customer Care Budget
For the Ten Months Ending Thursday, October 31, 2019

	YTD ACTUAL 2019	ORIGINAL BUDGET 2019	ADJUSTMENTS 2019	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-10-4000-000 Salaries	\$ 784,155	\$ 897,000		\$ 112,845	87.42%
1-10-4000-100 Overtime	2,622	7,500		4,878	34.96%
Subtotal (Salaries)	\$ 786,777	\$ 904,500	\$ -	\$ 117,723	86.98%
Employee Benefits					
1-10-4005-000 Payroll Taxes	58,376	68,500		10,124	85.22%
1-10-4010-000 Health Insurance	177,604	181,500		3,896	97.85%
1-10-4015-000 PERS	67,791	121,500		53,709	55.79%
Subtotal (Benefits)	\$ 303,771	\$ 371,500	\$ -	\$ 67,729	81.77%
Total Personnel Expenses	\$ 1,090,548	\$ 1,276,000	\$ -	\$ 185,452	85.47%
OPERATING EXPENSES:					
1-10-4050-000 Staff Travel	\$ 1,460	\$ 2,000		\$ 540	72.98%
1-10-4060-000 Staff Conferences & Seminars	2,724	3,000		276	90.80%
1-10-4155-000 Contracted Services	21,372	22,000		628	97.15%
1-10-4230-110 Maintenance & Repair-Office Equipment	-	200		200	0.00%
1-10-4250-000 General Material & Supplies	1,673	7,000		5,327	23.90%
1-10-4260-000 Business Forms	871	2,500		1,629	34.85%
Subtotal Operating Expenses	\$ 28,100	\$ 36,700	\$ -	\$ 8,600	76.57%
Total Departmental Expenses	\$ 1,118,648	\$ 1,312,700	\$ -	\$ 194,052	85.22%

2018 Capital Projects - Contractual Commitments and Needs

AGENDA ITEM NO. 4.4

New and Replacement Capital Projects

Budget Year	Project	Project Title	Project Type	Estimated Expense	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Total	2020 Carryover
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin	Water Supply		Environmental Const.	427,490	04/26/2017	232,192	195,298	232,192	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	12-400	PRGRRP - Construction of Monitoring Wells / Test Basin - Auxiliary Items	Water Supply		Various Vendors			177,147	-	74,342	-	-	54,040	-	-	5,540	-	40,200	-	3,025	-	-	-	102,805
2017	15-611	WM Replacement - Camares & Avenue S14 (Spec 1502)	Replacement Cap.	110,000				44,335	-	10,584	-	-	-	-	6,722	9,864	13,267	3,475	422	-	-	-	-	33,750
2017	15-614	WTP - Drainage Improvements	New Capital	80,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	16-411	6MG Clearwell - Piping Replacement	Replacement Cap.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	16-605	WTP - Additional Brine Tank/Salt Silo	New Capital	90,000				111,641	-	59,389	14,293	4,664	340	1,516	-	808	-	-	29,297	1,335	-	-	-	52,253
2017	16-611	CL2 Monitoring @ Well Sites	Regulatory	110,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	17-613	Avenue T8 Booster #2 - Emergency Repair	Replacement Cap.		Best Drilling & Pump, Inc.			36,540	-	36,540	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	12-611	WM Replacement - Avenue P8/20th	Replacement Cap.	410,000				7,318	-	-	-	-	-	-	-	-	3,220	2,842	-	1,256	-	-	-	7,318
2018	15-613	WM Replacement - Avenue V5 (Spec 1504)	Replacement Cap.	45,000				645	-	-	-	-	-	-	-	-	-	-	-	645	-	-	-	645
2018	16-602	WM Replacement - Avenue P & 25th ST (Spec 1601)	Replacement Cap.	152,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	17-602	WM Replacement - 13th ST E/Avenue R (Spec 1703)	Replacement Cap.	170,000				43,657	-	26,422	6,150	11,085	-	-	-	-	-	-	-	-	-	-	-	17,235
2018	17-608	Replace PRV - Avenue S14/Camare	Replacement Equip.					492	-	492	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-408	Water Meter Replacement Program (Qty. 3,400)	Replacement Cap.	550,000				499,132	-	487,830	11,302	-	-	-	-	-	-	-	-	-	-	-	-	11,302
2018	18-410	PRV Replacement - 40th ST E (Bypass)	General Project					9,165	-	9,165	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-601	6MG Clearwell - Curtain Repairs	General Project	94,000	Garrett Paint & Sndblsting			85,169	-	85,169	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-603	Well 29 - Rehabilitation	Replacement Cap.	65,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-605	Well 14 - Rehabilitation	Replacement Cap.					15,962	-	15,962	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-606	45th ST Tank Site - Altitude Valve Replacement	Replacement Cap.	70,000				72,141	-	72,141	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-609	WTP Replacement Sodium Hypochlorite Unit	Replacement Cap.	68,000	DeNora Water Tech			68,290	-	68,290	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-611	WTP - MPS6120-ZETASIZER Water Testing Equipment	New Equipment					72,862	-	72,862	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-613	WTP - Ferric Chloride Tank	General Project					52,661	-	8,636	2,308	-	-	-	39,566	2,152	-	-	-	-	-	-	-	44,025
2018	18-414	Well # 25 - Emergency Rehabilitation	General Project					162,857	-	-	-	-	-	88,341	-	29,729	-	42,506	-	2,281	-	-	-	162,857
2018	18-615	Install/Construction - Water Fill Station	General Project					19,942	-	-	-	-	-	-	-	19,942	-	-	-	-	-	-	-	19,942
2019	19-403	2019 Canal Repair-Bentonite	General Project	12,000				7,763	-	-	-	-	-	7,763	-	-	-	-	-	-	-	-	-	7,763
2019	19-404	2019 Meter Exchange Project	General Project	750,000				508,483	-	-	-	-	507,176	632	-	-	441	80	154	-	-	-	-	508,483
2018		45th ST - Booster #3	Replacement Cap.	23,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Well 3 - Booster	Replacement Cap.	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Well 14 - Booster	Replacement Cap.	8,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Ave. P-12, Division, 2nd, 3rd, Stanridge Water Main Repl.	Replacement Cap.	750,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Sierra Hwy. Tie-In and Abandonment	Replacement Cap.	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Ave. Q-14 and 17th Street East Water Main Replacement	Replacement Cap.	45,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Ave. Q-10 and 12th Street East Water Main Replacement	Replacement Cap.	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Protective Coatings on WTP Structures	Replacement Cap.	100,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		WTP Infrastructure and Process/Equipment Repairs	Replacement Cap.	75,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		PRV Replacements 37th St; 40th St	Replacement Equip.	26,667				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Altitude Valve - 25th St East (Body Only)	Replacement Equip.	22,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Littlerock - Insertion Mag Meter	Replacement Equip.	32,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		T-8 Booster Station Pump Skids	Replacement Equip.	35,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Intellispark @ Well 11 & 15	Replacement Equip.	13,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018-2020		Replacement of Structural Support Beams - WTP Sed. Basins	Replacement Cap.	300,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2019		Ancillary costs related to all project over and above the main contractor			Various Vendors			2,358	-	-	-	-	-	2,358	-	-	-	-	-	-	-	-	-	2,358
Sub-Totals:				4,140,667		427,490		2,230,752	195,298	1,260,016	34,053	15,749	561,556	100,610	46,288	68,035	16,928	89,102	29,873	8,542			970,737	

Palmdale Water District
2018 Capital Projects - Contractual Commitments and Needs

Consulting and Engineering Support

Budget Year	Project	Project Title	Project Type	Estimated Expense	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Total	2020 Carryover
2017	12-400	PRGRRP - CEQA, Permitting, Pre-Design, and Pilot	Water Supply		Kennedy/Jenks	1,627,000	05/12/2016	-	1,627,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		Paid by General Fund			Kennedy/Jenks			432,840	-	432,840	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	14-603	Upper Amargosa Recharge Project	Water Supply		City of Palmdale	1,250,000	12/04/2013	244,431	1,005,569	18,806	-	-	-	225,626	-	-	-	-	-	-	-	-	225,626	-
2017	04-501	Littlerock Sediment Removal Project (EIR/EIS/Permitting)	Water Supply		Aspen	869,023	09/14/2016	-	869,023	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		Paid by General Fund			Aspen			266,203	-	206,782	-	-	-	-	-	1,601	-	-	-	-	-	57,820	-	59,421
		Paid by 2018A Water Revenue Bonds			Aspen	1,238,287	07/18/2018	635,412	602,875	184,515	-	223,960	78,799	49,460	-	6,959	33,297	58,422	-	-	-	-	450,897	-
		Paid by 2018A Water Revenue Bonds			ASI	9,275,808	07/18/2018	5,395,381	3,880,427	1,777,841	-	2,159,848	338,899	-	-	-	-	1,118,793	-	-	-	-	3,617,540	-
2017	04-501	Littlerock Sediment Removal (Cost Recovery Agreement)	Permitting		Forest Service	100,000	04/26/2017	-	100,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	04-501	Littlerock Sediment Removal Project - Design Grade Control Structure	Water Supply	350,000				146,954	-	146,954	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	14-404	Water System Master Plan - CEQA	Facilities Planning		ESA	174,715	11/09/2016	133,778	131,242	133,778	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		Water System Master Plan - CEQA (Amendment No. 1)	Facilities Planning		ESA	69,985	01/24/2018																	
		Water System Master Plan - CEQA (Amendment No. 2)	Facilities Planning		ESA	20,320	05/14/2018																	
		Water System Master Plan - Hydraulic Model	Facilities Planning		Stantec	9,510	05/14/2018	-	9,510	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	17-405	WTP Process Evaluation (As-Needed)	Regulatory		Carollo	35,000	01/11/2017	3,500	31,500	3,500	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	17-410	Sanitary Survey Update	Regulatory	50,000	Black & Veatch	49,773	07/26/2017	33,763	16,010	33,763	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2017	04-501	Littlerock Sediment Removal Project - State Permits	Permitting	152,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-402	Emergency Action Plan	Planning	175,000	Black & Veatch	178,970	01/24/2018	133,820	45,150	124,573	-	-	-	5,776	1,837	-	-	-	-	1,634	-	-	9,247	-
2018		System Valuation Study	Financial Planning	30,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Electrical Engineering (As-Needed)	Facilities Design	10,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Energy Storage - Feasibility and Pilot Study	Savings/Efficiency	50,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		Sub-Totals:		817,000		14,898,391		7,426,083	8,318,304	3,063,352	-	2,383,808	417,699	280,862	1,837	8,560	33,297	1,177,214	-	59,454	-	-	4,362,731	-

New and Replacement Equipment

Budget Year	Project	Project Title	Project Type	Estimated Expense	Contractor	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Total	2020 Carryover
2018	17-402	WTP - Security Improvements - Additional Cameras (Blind Spots) Spec. No. 1702	Safety		Siemens	20,000		10,236	9,764	10,236	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018	18-405	Replace and Upgrade VMWare Servers (EOL)	Replacement Equip.					81,721	-	81,721	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Replace Firewall and VPN Appliances (EOL)	Replacement Equip.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Upgrade Microsoft GP & SQL Databases	Replacement Equip.					-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Water Meter Calibration Bench	New Equipment	10,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Online Forms (Add-In Functionality)	New Equipment	5,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Customer Texting / Mass Communication	New Equipment	15,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Conference Bridge - ShoreTel	New Equipment	25,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
2018		Data Center UPS - Whole Room UPS	New Equipment	25,000				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
		Sub-Totals:		80,000		20,000		91,957	9,764	91,957	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Water Quality Fee Funded Projects

Budget Year	Work Order	Project Title	Project Type	Estimated Expense	Vendor/Supplier	Approved Contract Amount	Board / Manager Approval	Payments Approved to Date	Contract Balance	Through Dec. 2018	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Total	2020 Carryover
2019	19-401	GAC Replacements @ WTP	Water Quality	760,000	Calgon Carbon	-	07/09/2014	371,628	-	-	123,876	-	-	123,876	-	-	-	123,876	-	-	-	-	371,628	-
2019	19-401	GAC Replacement @ Underground Booster Station	Water Quality	40,000	Evoqua	-	03/10/2017	68,074	-	-	-	-	-	-	-	-	68,074	-	-	-	-	-	68,074	-
		Sub-Totals:		800,000		-		439,702	-	-	123,876	-	-	123,876	-	-	68,074	123,876	-	-	-	-	439,702	-

- = 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

Project Summary (W/O GAC Included)										Totals	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2019 Total			
Total Approved Contracts to Date										15,345,881																
Total Payments on Approved Contracts to Date										9,748,793																
Total Contract Balance to Date										8,523,366																
Non-Operating Capital Expenditures (Paid)											34,053	2,399,557	979,254	381,473	48,125	76,595	50,225	1,266,317	29,873	67,996	-	-	5,333,468			
Non-Operating Capital Expenditures (Projected)											-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Funding Available Through Water Supply Fees											-	-	-	-	-	-	-	-	-	-	-	-	-	-		
2019 Funding Through Budgeted Non-Operating Capital Ex.										5,333,468	34,053	2,399,557	979,254	381,473	48,125	76,595	50,225	1,266,317	29,873	67,996	-	-	5,333,468			

Water Revenue Bond - Series 2018A

Updated: November 12, 2019

Project	Project #	Description	Bond Allocation	Contractual Commitment	Payout to Date	Remaining Contract	Uncommitted Bond \$
LGCS-ASI	04-501	Littlerock Dam - Grade Control Structure (Construction)	\$ 8,160,257	\$ 10,619,601	\$ 6,040,331	\$ 4,579,269	\$ (2,459,344)
		Original Contract Amt: \$9,500,808, C.O.1: \$1,118,792.54					
LGCS-ASP	04-501	Littlerock Dam - Grade Control Structure (Monitoring)		1,238,287	586,774	651,513	(1,238,287)
WTP		Water Treatment Plant Improvements	2,375,000		-	-	
6MG		6 M.G. Reservoir Renovations	1,050,000		-	-	
WMR		Various W.M. Replacements	1,789,612		-	-	
PWD		Design, Engineering and Other Preconstruction Costs	173,000		-	-	
WRB		Bond Issuance Costs	226,303		226,303	-	
ISS		Issuance Funds			(12,092)		
Interest Earned through September 30					(292,817)		
Totals:			\$ 13,774,172	\$ 11,857,888	\$ 6,548,499	\$ 5,230,782	\$ (3,697,631)
2018A Water Revenue Bonds - Unallocated Funds:				\$ 1,916,284			
2018A Water Revenue Bonds - Remaining Funds to payout:					\$ 7,225,673		

Requisition No.	Payee	Date Approved	Invoice No.	Project	Payment Amount
	Issuance Costs	Jun 27, 2018	N/A	WRB	\$ 226,302.82
	Interest - Jul 2018		N/A	INT	1,384.72
	Interest - Aug 2018		N/A	INT	20,900.39
1	Aspen Environmental Group	Sep 12, 2018	1116.007-01	LGCS-ASP	28,105.88
2	ASI Construction LLC	Sep 18, 2018	01	LGCS-ASI	60,027.00
	Interest - Sep 2018		N/A	INT	21,047.68
3	ASI Construction LLC	Oct 2, 2018	02	LGCS-ASI	156,655.00
4	Aspen Environmental Group	Oct 8, 2018	1116.007-02	LGCS-ASP	51,072.42
5	Aspen Environmental Group	Oct 30, 2018	1116.007-03	LGCS-ASP	56,698.38
	Interest - Oct 2018		N/A	INT	20,838.36
6	ASI Construction LLC	Nov 7, 2018	03	LGCS-ASI	844,455.00
	Interest - Nov 2018		N/A	INT	22,998.40
7	Aspen Environmental Group	Dec 10, 2018	1116.007-04	LGCS-ASP	99,711.66
7	ASI Construction LLC	Dec 10, 2018	04	LGCS-ASI	665,631.99
	Interest - Dec 2018		N/A	INT	21,673.24
8	Aspen Environmental Group	Jan 3, 2019	1116.007-05	LGCS-ASP	67,719.03
9	ASI Construction LLC	Jan 7, 2019	05	LGCS-ASI	1,494,216.00
10	Aspen Environmental Group	Jan 29, 2019	1116.007-06	LGCS-ASP	56,529.35
	Interest - Jan 2019		N/A	INT	22,085.33
11	ASI Construction LLC	Feb 14, 2019	06	LGCS-ASI	338,899.30
	Interest - Feb 2019		N/A	INT	20,485.96
12	Aspen Environmental Group	Feb 28, 2019	1116.007-07	LGCS-ASP	78,799.25
	Interest - Mar 2019		N/A	INT	17,656.62
13	Aspen Environmental Group	Apr 1, 2019	1116.007-08	LGCS-ASP	34,790.67
13	Aspen Environmental Group	Apr 1, 2019	1116.008-01	LGCS-ASP	7,731.53
14	Aspen Environmental Group	Apr 22, 2019	1116.007-09	LGCS-ASP	6,938.12
	Interest - Apr 2019		N/A	INT	19,042.25
15	Aspen Environmental Group	May 15, 2019	1116.007-10	LGCS-ASP	6,958.75
	Interest - May 2019		N/A	INT	18,485.68
	Interest - June 2019		N/A	INT	18,852.79
16	Aspen Environmental Group	Jul 1, 2019	1116.007-11	LGCS-ASP	11,059.71
17	Aspen Environmental Group	Jul 30, 2019	1116.007-12	LGCS-ASP	22,237.47
	Interest - July 2019		N/A	INT	18,017.03
18	Aspen Environmental Group	Aug 27, 2019	1116.007-13	LGCS-ASP	58,421.77
19	ASI Construction LLC	Aug 28, 2019	Chng Order 4	LGCS-ASI	1,118,792.54
	Interest - August 2019		N/A	INT	18,580.51
	Interest - September 2019		N/A	INT	16,527.97
20	ASI Construction LLC	Oct 15, 2019	08	LGCS-ASI	1,361,654.50
	Interest - October 2019		N/A	INT	14,239.81

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: November 13, 2019 **November 19, 2019**
TO: FINANCE COMMITTEE **Committee Meeting**
FROM: Mr. Michael Williams, Finance Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 4.5 – CONSIDERATION AND POSSIBLE ACTION
ON A RECOMMENDATION REGARDING THE 2020 BUDGET.
(FINANCE MANAGER WILLIAMS)***

The draft 2020 Budget will be distributed and reviewed in detail at the Finance Committee meeting.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: November 13, 2019 **November 19, 2019**
TO: FINANCE COMMITTEE **Committee Meeting**
FROM: Mr. Bob Egan, Financial Advisor
RE: *AGENDA ITEM NO. 4.6 – CONSIDERATION AND POSSIBLE ACTION ON A RECOMMENDATION REGARDING RESOLUTION NO. 19-17 BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT ESTABLISHING ITS INVESTMENT POLICY. (FINANCIAL ADVISOR EGAN/FINANCE MANAGER WILLIAMS)*

Recommendation:

It is recommended that the Finance Committee recommend approval of Resolution No. 19-17 Establishing the Palmdale Water District’s Investment Policy to the Board of Directors.

Alternative Options:

There is no alternative option.

Impact of Taking No Action:

The District will not have a current Investment Policy in effect.

Background:

It is required by law for the District to adopt an annual Investment Policy. The Policy is to invest funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the District and conforming to all statutes governing the investment of District funds with the primary objectives of the investment activities being safety, liquidity, and return on investments.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 4 – Financial Health and Stability.
This item directly relates to the District’s Mission Statement.

Budget:

There is no budget impact from this item.

Supporting Documents:

- Resolution No. 19-17 – A Resolution of the Board of Directors of the Palmdale Water District Establishing its Investment Policy.

RESOLUTION NO. 19-17

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

1.0 POLICY

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

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

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

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

2.0 SCOPE

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

3.0 PRUDENCE

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

4.0 OBJECTIVES

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

1. Safety: Safety of principal is the foremost objective of the investment program. Investments of the District shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, ^[MS1]the District will diversify its investments by investing funds among a variety of securities with independent returns.

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

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

5.0 DELEGATION OF AUTHORITY

Pursuant to California Government Code 53607, the authority to invest public funds of the District is expressly delegated to the Board of Directors of the District (the "Board"). The Board re-delegates the investment function to the Board President or Vice President. The Board President or Vice President, with the concurrence of the Board Finance Committee, designate the District's Financial Advisor as the Deputy Treasurer who shall have the authority to act on behalf of the District and shall assume full responsibility for those transactions until the delegation is revoked or expires. The Board President or Vice President shall delegate the day-to-day operations of investing to the Deputy Treasurer, but not the responsibility for the overall investment program. All transactions will be reviewed by the Finance Committee on a monthly basis to assure compliance with this Investment Policy.

6.0 ETHICS AND CONFLICTS OF INTEREST

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

7.0 AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS

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

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

Before engaging in investment transactions with a broker/dealer, the Deputy Treasurer shall have received from said firm a signed Certification Form. This form shall attest that the individual responsible for the District's account with that firm has reviewed the District's Investment Policy and that the firm understands this policy and intends to present investment recommendations and transactions to the District that are appropriate under the terms and conditions of this Investment Policy. A current audited financial statement is required to be on file for each financial institution and broker/dealer in which the District invests.

Further, all financial institutions and broker/dealers who desire to conduct investment transactions with the District must supply the Deputy Treasurer with a Certification Form and other documents as the Deputy Treasurer may reasonably deem necessary to make a determination that such financial institution or broker/dealer is reputable and trustworthy.

8.0 AUTHORIZED AND SUITABLE INVESTMENTS

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

- a. Bonds issued by the District.
- b. United States Treasury Bills, Notes and Bonds.
- c. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by, or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- d. Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 40% of the District's money which may be invested pursuant to this policy.
- e. Monies held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

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

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

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

9.0 COLLATERALIZATION

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

10.0 SAFEKEEPING AND CUSTODY

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

11.0 DIVERSIFICATION

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

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

- a. Portfolio maturity dates shall be matched versus liabilities to avoid undue concentration in a specific maturity sector.
- b. Maturities selected shall provide for stability of income and liquidity.
- c. Disbursement and payroll dates shall be covered through maturities of investments, marketable United States Treasury bills or other cash equivalent instruments such as money market mutual funds.

12.0 REPORTING

The Deputy Treasurer, after review by the Finance Committee, shall submit to each member of the Board an investment report at least quarterly. Pursuant to California Government Code 53646, the report shall include a complete description of the portfolio, the type of investments, the issuers, maturity dates, par values and the current market values of each component of the portfolio, including funds managed for District by third party contracted managers. The report will also include the source of the portfolio valuation. For funds which are placed in LAIF, FDIC-insured accounts and/or in a county investment pool, the foregoing report elements may be replaced by copies of the latest statements from such institutions. The report must also include a certification that (1) all investment actions executed since the last report have been made in full compliance with the Investment Policy, and (2) the District will meet its expenditure obligations for the next six months. The Deputy Treasurer shall maintain a complete and timely record of all investment transactions.

13.0 INVESTMENT POLICY ADOPTION

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

PASSED, APPROVED, AND ADOPTED at a Regular Meeting of the Board of Directors of Palmdale Water District held on November 25, 2019. Resolution No. 19-17 was adopted by the following vote:

AYES:

NOES:

ABSTAIN:

President, Board of Directors
Palmdale Water District

ATTEST:

Secretary of the Board of Directors

APPROVED AS TO FORM:

Aleshire & Wynder, General Counsel

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

I, Don Wilson, Secretary of the Palmdale Water District, DO HEREBY CERTIFY that the foregoing is a full, true and correct copy of Resolution No. 19-17 of the Board of Directors of Palmdale Water District adopted at a Regular Meeting held on November 25, 2019 and that the same has not been amended or repealed.

Secretary, Board of Directors
Palmdale Water District

DATED: November 25, 2019

(S E A L)

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

Fiscal Year Ending September 30	Audited 2014	Audited 2015	Audited 2016	Audited 2017	Audited 2018	Aug 2018 - Jul 2019	Sep 2018 - Aug 2019	Oct 2018 - Sep 2019	Nov 2018 - Oct 2019
OPERATING REVENUES	23,342	21,248	22,587	23,693	24,884	24,871	25,073	25,114	25,062
Rate Stabilization Fund									
	23,342	21,248	22,587	23,693	24,884	24,871	25,073	25,114	25,062
OPERATING EXPENSES									
Gross operating expenses	22,405	20,974	22,704	23,054	24,436	23,209	22,463	22,213	21,831
Overhead adjustment	(509)	(26)	(153)	(46)	(103)				
SWP Fixed operations and maint	(363)	(126)	(126)	(26)	(22)	(33)	(35)	(37)	(39)
Non-Cash Related OPEB Expense	(1,786)	(1,828)	(1,872)	(1,384)	(959)				
Capital portion included above									
TOTAL EXPENSES	19,748	18,994	20,553	21,597	23,351	23,176	22,428	22,176	21,792
NET OPERATING REVENUES	3,594	2,254	2,033	2,096	1,533	1,695	2,645	2,938	3,270
NON-OPERATING REVENUE									
Ad valorem property taxes	2,132	2,146	2,189	2,289	2,436	2,801	2,812	2,824	2,814
Interest income	45	43	43	56	292	410	404	380	389
Capital improvement fees	14	367	235	1,021	107	81	81	292	317
Other income	306	768	403	363	121	339	315	342	268
TOTAL NON-OPERATING INCOME	2,497	3,324	2,870	3,730	2,956	3,630	3,612	3,837	3,788
NET REV AVAILABLE FOR DEBT SERVICE	6,091	5,578	4,903	5,826	4,489	5,326	6,258	6,775	7,058
NET DEBT SERVICE									
1998 Certificates of Participation									
2004A Certificates of Participation	1,373								
2012 Issue - Bank of Nevada		1,372	1,372	1,373	1,370	1,371	1,371	1,371	1,373
2013A Water Revenue Bond	2,344	2,350	2,350	2,351	2,351	2,343	2,343	2,343	2,346
2018A Water Revenue Bond					147	431	431	431	569
2017 Capital Lease				89	179	179	179	179	179
2012 Capital Lease	190	190	190	48					
TOTAL DEBT SERVICE	3,908	3,912	3,912	3,861	4,047	4,325	4,325	4,325	4,467
DEBT SERVICE COVERAGE	1.56	1.43	1.25	1.51	1.11	1.23	1.45	1.57	1.58
NET REV AVAILABLE AFTER D/S	2,183	1,665	991	1,965	443	1,000	1,932	2,450	2,591