



PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 •

Telephone (661) 947-4111

Fax (661) 947-8604

www.palmdalewater.org

Board of Directors

ROBERT E. ALVARADO

Division 1

JOE ESTES

Division 2

GLORIA DIZMANG

Division 3

KATHY MAC LAREN

Division 4

VINCENT DINO

Division 5

ALESHIRE & WYNDER LLP
Attorneys



November 6, 2014

*Agenda for Regular Meeting
of the Board of Directors of the Palmdale Water District
to be held at the District's office at 2029 East Avenue Q, Palmdale
Wednesday, November 12, 2014
7:00 p.m.*

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

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

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

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

- 1) Pledge of Allegiance.
- 2) Roll Call.
- 3) Adoption of Agenda.
- 4) Public comments for non-agenda items.
- 5) Presentations:
 - 5.1) None at this time.

- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 6.1) Approval of minutes of regular meeting held October 22, 2014.
 - 6.2) Approval of minutes of special meeting held October 27, 2014.
 - 6.3) Payment of bills for November 12, 2014.
 - 6.4) Approval of 2015 District membership in California Special Districts Association. (\$5,691.00 – Budgeted – General Manager LaMoreaux)
 - 6.5) Approval of Amendment to Contract Services Agreement for General Counsel Services, appointing Ms. Patricia J. Quilizapa and Ms. Lindsay M. Tabaian of Aleshire & Wynder, LLP, as General Counsel and Assistant General Counsel, respectively. (Attorney Quilizapa)
- 7) Action Items - Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Status report on Cash Flow Statement and Current Cash Balances as of September 30, 2014. (Financial Advisor Egan/Finance Committee)
 - 7.2) Status report on Financial Statements, Revenue, and Expense and Departmental Budget Reports for September 30, 2014. (Finance Manager Williams/Finance Committee)
 - 7.3) Status report on committed contracts issued and water revenue bond projects. (Assistant General Manager Knudson/Finance Committee)
 - 7.4) Consideration and possible action on award of contract for the construction of Specification No. 1205 being the water main replacement project in 30th St. E., Frontier Ave., 31st St. E., Glenbush Ave., Lemsford Ave., 32nd St. E., and Pond Ave. (\$1,200,000.00 – Water Revenue Bond Series 2013A – Assistant General Manager Knudson)
 - 7.5) Consideration and possible action on appointment of a Water Supply & Reliability Committee Member to attend AVEK meetings. (Director Dizmang/Water Supply & Reliability Committee)
 - 7.6) Consideration and possible action to create an Ad Hoc Committee to work with staff on ideas from the informational tour of Rowland and Cucamonga Valley Water Districts. (President Mac Laren)
 - 7.7) Consideration and possible action on Resolution No. 14-18 to adopt District Rules of Order as Appendix DD to the Board Rules and Regulations. (President Mac Laren)
 - 7.8) Consideration and possible action on Board and staff attendance at conferences, seminars, and training sessions as follows:
 - a) AWWA Water Quality Technology Conference 2014 to be held November 16 – 20, 2014 in New Orleans, Louisiana.

- b) Dealing with Difficult People seminar to be held November 19, 2014 in Santa Clarita.
 - c) Making the Transition from Staff to Supervisor seminar to be held December 11, 2014 in Bakersfield.
 - d) CUEMA Central Valley Summit: Invest in Leadership conference to be held December 15 – 16, 2014 in Coalinga.
 - e) ACWA/JPIA “An Effective Board Can Limit the Risk of Liability” training to be held January 14, 2014 at the Palmdale Water District.
- 8) Information Items:
- 8.1) Reports of Directors:
 - a) Meetings/General Report.
 - 8.2) Report of General Manager.
 - a) Review of draft 2015 Budget. (Finance Manager Williams)
 - 8.3) Report of Attorney.
- 9) Public comments on closed session agenda matters.
- 10) Closed session under:
- 10.1) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with legal counsel regarding pending litigation to which the District is a party. The title of such litigation is as follows: *Antelope Valley Ground Water Cases*.
 - 10.2) Conference with Legal Counsel – Existing Litigation: A closed session will be held, pursuant to Government Code §54956.9 (d)(1), to confer with legal counsel regarding pending litigation to which the District is a party. The title of such litigation is as follows: *Central Delta Water Agency vs. Department of Water Resources; Sacramento Superior Court Case No. 34-2010-80000561*.
 - 10.3) Conference with Legal Counsel – Personnel: A closed session will be held pursuant to Government Code §54957 to conduct an employee evaluation for the position of General Manager.
 - 10.4) Conference with Legal Counsel – Employment Contract Negotiations: A closed session will be held pursuant to Government Code §54957.6 with District General Counsel regarding employment contract negotiations with District General Manager.
- 11) Public report of any action taken in closed session.
- 12) Board members' requests for future agenda items.
- 13) Adjournment.


DENNIS D. LaMOREAUX, General Manager
DDL/dd

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

DATE: November 5, 2014 **November 12, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.4 – APPROVAL OF 2015 DISTRICT
MEMBERSHIP IN CALIFORNIA SPECIAL DISTRICTS
ASSOCIATION.***

Recommendation:

Staff recommends the Board approve the District's 2015 membership in the California Special Districts Association (CSDA) in the not-to-exceed amount of \$5,691.00.

Alternative Options:

The alternative is to not approve the District's 2015 membership in CSDA.

Impact of Taking No Action:

The District's current CSDA membership will expire.

Background:

The District has been a member of CSDA for many years. CSDA provides advocacy and public affairs for special districts, legislative updates, state budget analysis, publications and brochures, and training opportunities for the Board and staff.

Strategic Plan Initiative:

This work is part of Strategic Initiative 4 – Regional Leadership.

Budget:

This is under Budget Item No. 1-02-4165-000 Memberships/Subscriptions.

Supporting Documents:

- Memorandum regarding CSDA's 2015 Membership Dues
- 2015 CSDA agency dues invoice



**California Special
Districts Association**
Districts Stronger Together

RECEIVED

OCT 21 2014

October 20, 2014

What does your district look for from the California Special Districts Association?

Here's what we hear from our members...

"I gain new ideas and tools to help me work better with my board and to help our agency be effective and current."

"CSDA trainings allow us to educate our staff and stay in compliance with laws and regulations."

"The programs have helped us become a better and even more transparent public agency...establishing a very high level of credibility to our customers, stakeholders and the public in general."

More than 1,000 special districts and local agencies statewide count on CSDA to help them be as effective, efficient and compliant as possible because, as another member points out...

"Doing things right creates trust between our community and the district."

As a CSDA member, you have access to the many valuable programs and resources that help you earn and keep your community's trust, including unique training opportunities for your board and staff. In addition, you have CSDA looking out for your district's best interests by protecting local government revenues and independence through our advocacy efforts. CSDA is committed to working for you, both in your community and at the state Capitol.

Enclosed is an invoice for your district's 2015 membership dues. Please renew your membership today. Your continued support is greatly appreciated and essential in growing the resources and programs to better serve our members. If you have any questions about CSDA or your district's membership benefits, please contact me at 877.924.2732 or cathrinel@csda.net.

Best regards,

Cathrine Lemaire
Member Services Director

Special Renewal Bonus: Here's another way we can help you do things right!

Renew your CSDA membership before January 5, 2015 and receive access to online AB 1234 Ethics Compliance Training through March 2, 2015. This access gives you and everyone else at your special district required Ethics Training for FREE – just for renewing!

Please note: Access to Property/Liability and Workers' Compensation programs through SDRMA is a CSDA member benefit. Participants in those programs must maintain current membership in CSDA.

Enclosures

California Special Districts Association

1112 I Street, Suite 200
Sacramento, CA 95814
toll-free: 877.924.2732
t: 916.442.7887
f: 916.442.7889
www.csda.net

A proud California Special Districts Alliance partner

Special District Risk Management Authority
1112 I Street, Suite 300
Sacramento, CA 95814
toll-free: 800.537.7790
f: 916.231.4111

CSDA Finance Corporation
1112 I Street, Suite 200
Sacramento, CA 95814
toll-free: 877.924.2732
f: 916.442.7889



California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814
Phone: (916) 442-7887 Fax: (916) 442-7889
Toll-Free Phone: (877) 924-2732

First Invoice

Palmdale Water District
2029 E Avenue Q
Palmdale, CA 93550-4050

Membership ID: 212
RM-Regular Member

(Please note if address correction needed.)

2015 Membership Dues-Regular	5,691.00
Total	<u>5,691.00</u>

Full payment due no later than January 1, 2015

Thank you for your membership in the California Special Districts Association. We appreciate your prompt payment.

To view dues categories, please visit the CSDA Transparency page at www.csda.net.

OBRA 1993 prohibits taxpayers from deducting, for federal income tax purposes, the portion of membership dues that are allocable to the lobbying activities of trade organization. The nondeductible portion of your dues is estimated to be 8%.

California Special Districts Association
1112 I Street, Suite 200
Sacramento, CA 95814

REMITTANCE STUB

(Please Return)

212	RM-Regular Member	2015 Membership Dues-Regular	5,691.00
		Total	<u>5,691.00</u>

Palmdale Water District
2029 E Avenue Q
Palmdale, CA 93550-4050

CREDIT CARD PAYMENTS - may be submitted by mail or by fax to (916) 442-7889

CIRCLE TYPE: [VISA] [MC] [AMEX] [DISCOVER]

EXP: _____

CARDHOLDER NAME: _____

AMOUNT: _____

CARD NUMBER _____

AUTH SIGNATURE: _____

CC BILLING ADDRESS (IF DIFFERENT): _____



**ALESHIRE &
WYNDER LLP**
ATTORNEYS AT LAW

ORANGE COUNTY | LOS ANGELES | RIVERSIDE | CENTRAL VALLEY

William W. Wynder
wwynder@awattorneys.com
(310) 527-6667

2361 Rosecrans Ave., Suite 475
El Segundo, CA 90245
P (310) 527.6660
F (310) 532.7395

AWATTORNEYS.COM

October 24, 2014

SENT VIA E-MAIL & FIRST CLASS MAIL

Honorable Board President & Board Members,
Palmdale Water District
2029 East Avenue Q,
Palmdale, California 93550

Re: District General Counsel Assignment

Honorable Board President & Board Members:

I write to share with you something Carol and I consider to be exciting news. The Wynders have been asked to accept, and have accepted, a two-year assignment to serve as the Directors of the "Kirtland, Ohio, Visitor Center & Historic Sites," for The Church of Jesus Christ of Latter-day Saints.

We will oversee the public exhibition of nine (9) historic sites, as well as a visitors center. Between 1831 and 1838, Joseph Smith and early members of our Church established a headquarters in Kirtland, built the first Mormon temple, and laid a foundation of strength for the future. Last year these sites and the visitors center hosted nearly 60,000 guests.

We will also work with a staff of missionaries who act as docents at each of the sites, as well as church property managers, restoration specialists, and archivists in on-going site restoration and public exhibition of significant historic sites in and around the community of Kirtland, Ohio. This is an un-paid two-year assignment and will entail my taking a leave of absence from Aleshire & Wynder, LLP and from practicing law. We leave for training on January 15, 2015 and we will then move to Ohio for the next two years.

Our new assignment will necessitate an amendment to our contract with the District to name a new District General Counsel. Fortunately, Ms. Patty Quilizapa is, in the judgment of our firm, exceptionally qualified to assume the role as your new General Counsel. Patty is a partner of the firm. She graduated Order of the Coif from Loyola Law School in 2004 and earned her Bachelor's Degree in International Business and Marketing from the California State University, Fullerton.

Patty has litigated matters involving issues of groundwater extraction, water rights, storage rights, public finance, and water rate disputes. In addition to her litigation practice, Patty also regularly advises cities and water agencies on legal matters involving compliance with public revenue laws, public utility issues, and governing body protocols. Patty was named by Super Lawyers Magazine as a "Rising Star" 2012 and 2013.

Honorable Board President & Board Members,
Palmdale Water District
October 24, 2014
Page 2

Attached to this letter is a proposed Amendment No. 1 to our Contract Services Agreement which affects this change in the General Counsel assignment. We are proposing that Ms. Lindsay M. Tabaian be named as the Assistant General Counsel. Lindsay received her B.A. in political science, *magna cum laude*, from the University of California, San Diego, where she was inducted into the Phi Beta Kappa honor society. She received her J.D. from the University of Southern California School of Law.

While at U.S.C., Lindsay was a member of the Hale Moot Court Honors Program, where she finished as a semi-finalist and was awarded the Barger & Wolen Written Advocacy Award for Best Brief. She is also actively involved in the Women's Law Association and the Public Interest Law Foundation. Lindsay currently serves as my Assistant City Attorney in Cypress and as the Assistant City Attorney in San Dimas. Lindsay also has an active litigation practice, and has worked closely with Patty on possibly the biggest water litigation our firm has ever handled. In short, Patty and Lindsay make a great team!

I feel confident that Messers. Quilizapa and Tabaian will continue to effectively represent the Board of Directors and this important Water District. We shall appreciate your consideration of this request and the contract amendment attached to this letter.

Very truly yours,



William W. Wynder
of ALESHIRE & WYNDER, LLP

Enclosure

cc: Mr. Dennis LaMoreaux,
General Manager



Patricia J. Quilizapa

Partner

pquilizapa@awattorneys.com

ORANGE COUNTY

(949) 223-1170

PRACTICE AREAS

Litigation

Water

PUBLIC OFFICES

SPECIAL COUNSEL

City of Bell

City of Bellflower

City of Cerritos

City of Downey

City of Lynwood

City of Signal Hill

Municipal Water District of OC

EDUCATION

LOYOLA LAW SCHOOL

JD 2004

Order of the Coif

CAL STATE UNIVERSITY,

FULLERTON

BA 1998

Patricia J. Quilizapa

Patty Quilizapa is a partner with the Firm, specializing in complex litigation and water law. Ms. Quilizapa represents public agencies, municipalities, financial institutions, businesses and individuals in litigation matters related to public law, water law, real property, construction, and contracts.

Ms. Quilizapa has litigated matters involving issues of groundwater extraction, water rights, storage rights, public finance, and water rate disputes. Prior to her representation of public agencies, Ms. Quilizapa practiced in the area of complex commercial litigation with the New York-based firm of Milbank, Tweed, Hadley & McCloy, LLP. Her practice at Milbank focused exclusively on "bet-the company" litigation involving shareholder disputes, directors' and officers' liability, intellectual property lawsuits, and other complex commercial issues.

In addition to Ms. Quilizapa's litigation practice, she also regularly advises cities and water agencies on legal matters involving compliance with public revenue laws, public utility issues, and governing body protocols.

Ms. Quilizapa was named a "Rising Star" in 2012 and 2013 by Super Lawyers Magazine. She graduated Order of the Coif from Loyola Law School in 2004 and earned her Bachelor's Degree in International Business and Marketing from the California State University, Fullerton.



Lindsay M. Tabaian

Associate

ltabaian@awattorneys.com

LOS ANGELES

(310) 527-6676

PRACTICE AREAS

Contracts & Public Works
Environment & Natural Resources
Land Use & Zoning
Litigation
Property Acquisition & Takings
Public Agency Organization
Water

PUBLIC OFFICES

ASSISTANT CITY ATTORNEY
City of Cypress
City of San Dimas

EDUCATION

UNIVERSITY OF SOUTHERN
CALIFORNIA
JD 2008

UNIVERSITY OF CA, SAN DIEGO
BA 2005
magna cum laude, Phi Beta Kappa

Lindsay M. Tabaian

Lindsay Tabaian is an associate with the Firm and focuses her practice on redevelopment, environmental law, property acquisition and general litigation matters. She advises clients on land use, zoning and environmental issues, and has assisted in trials involving contaminated real estate, toxic torts and redevelopment of oil fields.

Prior to joining the firm, Ms. Tabaian practiced in the area of real estate law, specializing in mixed use corporate development and environmental law. She also worked as an intern at the California Department of Justice, Office of the Attorney General, Torts & Condemnation Section and at the Illinois State Attorney's Office.

Ms. Tabaian received her B.A. in political science, *magna cum laude*, from the University of California, San Diego, where she was inducted into the Phi Beta Kappa honor society. Ms. Tabaian received her J.D. from the University of Southern California School of Law. While at USC, Ms. Tabaian was a member of the Hale Moot Court Honors Program, where she finished as a semi-finalist and was awarded the Barger & Wolen Written Advocacy Award for Best Brief. She is also actively involved in the Women's Law Association and the Public Interest Law Foundation.

AMENDMENT NO. 1 TO THAT CERTAIN
CONTRACT SERVICES AGREEMENT FOR
GENERAL COUNSEL SERVICES
PALMDALE WATER DISTRICT

This AMENDMENT NO. 1 to that certain CONTRACT SERVICES AGREEMENT FOR GENERAL COUNSEL SERVICES PALMDALE WATER DISTRICT (herein the "Amendment No. 1"), is effective as of the 31st day of December, 2014, by and between the PALMDALE WATER DISTRICT ("DISTRICT") and Aleshire & Wynder, LLP, a California limited liability partnership (hereinafter referred to as "A&W").

RECITALS

A. DISTRICT has previously retained A&W pursuant to the terms and conditions of that certain CONTRACT SERVICES AGREEMENT FOR GENERAL COUNSEL SERVICES PALMDALE WATER DISTRICT (the "Agreement") dated on or about March 14, 2014.

B. The parties desire now to amend such Agreement as set forth hereinafter in this Amendment No. 1.

COVENANTS:

In consideration of the foregoing Recitals and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, DISTRICT and A&W agree as follows:

Section 1. Article 1 of the Agreement is amended to read, in its entirety, as follows:

"District hereby appoints Patricia J. Quilizapa as General Counsel, Lindsay M. Tabaian, as Assistant General Counsel, and hires A&W therefore to render the legal services as specified herein, including for water, environmental, special District, and public law legal services as specified herein, under the direction of the District Board.

A&W represents that it employs, or will employ at its own expense, all personnel required for the satisfactory performance of any and all tasks and services set forth herein. A&W shall not replace the designated General Counsel (or any successors to such person) without the Board's prior approval."

Section 2. Except as set forth herein, all other terms, conditions, and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed and entered into this Agreement as of the date stated below for execution by the Board President.

PALMDALE WATER DISTRICT

Dated: _____

By: _____
PRESIDENT

ATTEST:

Clerk

ALESHIRE & WYNDER, LLP

Dated: _____

By: _____
Patricia J. Quilizapa
of ALESHIRE & WYNDER, LLP

[END OF SIGNATURES]

**PALMDALE
WATER DISTRICT
BOARD MEMORANDUM**

DATE:	November 6, 2014	November 12, 2014
TO:	BOARD OF DIRECTORS	Board Meeting
FROM:	Mr. Bob Egan, Financial Advisor	
RE:	<i>AGENDA ITEM NO. 7.1 – STATUS REPORT ON CASH FLOW STATEMENT AND CURRENT CASH BALANCES AS OF SEPTEMBER 30, 2014</i>	

Attached is the Investment Funds Report and current cash balance as of September 30, 2014. The reports will be reviewed in detail at the Board meeting.

PALMDALE WATER DISTRICT
INVESTMENT FUNDS REPORT

		September 30, 2014				September-14	August-14
	DESCR						
CASH							
0-0103	Citizens/US Bank - Checking					363,988.90	423,750.63
0-0104	Citizens- Merchant					146,186.26	98,549.62
					Bank cash	510,175.16	522,300.25
0-0119	PETTY CASH					300.00	300.00
0-0120	CASH ON HAND					3,400.00	3,400.00
	TOTAL CASH					513,875.16	526,000.25
INVESTMENTS							
0-0110	UBS ACCOUNT SS 11469 GG						
	UBS RMA Government Portfolio					4,181,286.42	5,580,436.39
	UBS Bank USA Dep acct					250,000.00	250,000.00
	Accrued interest					1,116.46	792.97
						4,432,402.88	5,831,229.36
		CD'S	Due	Rate	Face Value		
	1 Homestreet Bk WA	12/08/14	2.00		240,000	239,892.00	239,844.00
	2 Discover Bk DE	12/11/14	0.25		240,000	239,908.80	239,870.40
	3 Bk of China NY US	12/11/14	0.25		240,000	239,908.80	239,870.40
	4 Berkshire Bk MA	12/12/14	0.25		240,000	239,863.20	239,805.60
	5 First B & T IL	12/15/14	0.15		240,000	239,880.00	239,832.00
	6 1st Niagra Bk NY	12/15/14	0.25		240,000	239,904.00	239,865.60
	7 Comenity Bk DE	12/18/14	0.30		200,000	199,650.00	199,626.00
	8 Peoples United CT	12/18/14	0.25		120,000	119,949.60	119,931.60
	9 Citizens Bk PA	12/18/14	0.30		240,000	239,925.60	239,896.80
					2,000,000	1,998,882.00	1,998,542.40
					Total acct	6,431,284.88	7,829,771.76
0-1110	UBS ACCOUNT SS 11475 GG						
	UBS Bank USA Dep acct					250,000.00	250,000.00
	UBS RMA Government Portfolio					218,896.53	210,373.88
					Total acct	468,896.53	460,373.88
0-0115	LAIF					11,725.92	11,725.92
0-0111	UBS ACCOUNT SS 11432 GG						
	UBS Bank USA Dep acct					85,923.30	85,919.46
	UBS RMA Government Portfolio						0.00
	Accrued interest					13,977.51	10,627.82
US GOVERNMENT SECURITIES:							
	ISSUE DATE	ISSUER	EXPIR DATE	RATE	PAR	MARKET VALUE	MARKET VALUE
		FNMA	10/26/15	1.625	500,000	507,525.00	507,910.00
		FFCB	06/02/16	0.375	1,000,000	993,510.00	997,400.00
		FNMA	07/17/17	1.2	500,000	498,995.00	500,435.00
		FHLB	12/28/17	0.95	500,000	493,570.00	494,980.00
					2,500,000	2,493,600.00	2,500,725.00
		CD'S	Due	Rate	Face Value		
	1 Bank of Baroda	11/12/14	0.45		240,000	240,000.00	240,000.00
	2 GE Capital Bank	05/01/15	0.60		64,000	64,037.12	64,032.64
	3 Ally Bank	05/06/15	0.60		240,000	240,136.80	240,117.60
	4 Sallie Mae Bank	11/06/15	0.85		240,000	240,417.60	240,453.60
	5 Goldman Sachs Bk	11/07/16	1.00		240,000	239,894.40	240,573.60
	6 CIT Bank	11/06/17	1.60		240,000	240,242.40	240,244.80
	7 BMW Bank	11/15/18	2.00		240,000	241,356.00	241,968.00
	8						
					1,504,000	1,506,084.32	1,507,390
					TOTAL MANAGED ACCOUNT	4,099,585.13	4,104,662.52
	TOTAL INVESTMENTS					11,011,492.46	12,406,534.08
	UBS ACCOUNT SS 24016			UBS USA		250,000.00	250,000.00
	Rate Stabilization Fund			UBS AG		230,166.38	230,145.26
						480,166.38	480,145.26
	GRAND TOTAL CASH AND INVESTMENTS					12,005,534.00	13,412,679.59
	Summary:						
	Checking	513,875		Incr (Decr)	(1,407,145.59)		
	UBS MM	6,900,181					
	LAIF	11,726					
	UBS Investment	4,099,585					
	Rate Stab fund	480,166		BNY Mellon			
	Total	12,005,534		Construction	5,903,239.32		6,257,721.59

10/08/14	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	2014	
	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Water Sales	1,649,955	1,630,351	1,685,802	1,701,439	1,914,996	2,081,078	2,314,930	2,355,478	2,171,057	2,288,000	2,076,000	1,766,000	23,635,085
	1,649,955	1,630,351	1,685,802	1,701,439	1,914,996	2,081,078	2,314,930	2,355,478	2,171,057	2,288,000	2,076,000	1,766,000	
Beginning Balance	12,223,261	12,094,245	12,669,343	10,569,481	12,638,008	13,351,585	13,193,464	13,000,265	13,412,680	12,005,534	10,654,252	10,191,486	
Water Receipts	1,955,377	1,805,677	1,780,736	1,691,040	1,777,997	2,046,064	2,312,079	2,273,386	2,381,041	2,288,000	2,076,000	1,766,000	24,153,398
Other							278,100					0	278,100
Total Operating Revenue	1,955,377	1,805,677	1,780,736	1,691,040	1,777,997	2,046,064	2,590,179	2,273,386	2,381,041	2,288,000	2,076,000	1,766,000	
Operating Expenses:													
Total Operating Expenses excl GAC	2,060,493	1,418,735	1,720,101	1,345,880	1,547,374	1,502,338	2,169,377	1,831,058	1,725,909	2,196,000	1,830,000	1,708,000	21,055,265
													2,579,821
Non-Operating Revenue Expenses:													
Assessments, net	636,921	291,389	7,906	1,958,367	720,021	7,737	80,205	170,055			237,000	2,647,000	6,756,602
Special Avek CIF Payment													0
Interest	3,782	3,457	3,899	3,224	3,195	3,676	3,967	3,699	4,051	2,083	2,083	2,083	39,199
Mkt adj	10,554	1,203	(4,828)	6,915	2,763	(6,882)	(1,425)	3,151	(4,041)				7,410
Grant Re-imburement													0
Capital Improvement Fees		9,889							3,370				13,259
													0
DWR Refund/(payment)					133,539								133,539
Other /Palmdale Redevel Agency	10,079	52,154	16,438	10,677	298,812	12,623	14,145	14,145	18,318	15,000	15,000	15,000	492,392
Total Non-Operating Revenues	661,336	358,093	23,415	1,979,183	1,158,329	17,154	96,893	191,050	21,697	17,083	254,083	2,664,083	7,442,400
Capital Expenditures	(106,595)	(13,862)	(321,802)	(119,918)	(533,132)	(104,335)	(61,504)	(79,180)	(19,276)	(340,932)	(488,841)	(355,500)	(2,544,878)
GAC									(300,438)	(298,692)	(340,000)	(300,000)	(1,239,130)
SWP Capitalized	(578,181)	(118,142)	(142,503)	(118,142)	(118,141)	(118,140)	(578,178)	(118,140)	(146,976)	(118,140)	(118,140)	(118,139)	(2,390,962)
Prepaid Insurance (paid) refunded			(67,580)				(36,620)		(197,480)				(301,680)
Bond Payments Interest			(1,126,124)						(944,336)	(173,933)			(2,244,393)
Principal			(504,974)						(455,000)	(512,800)			(1,472,774)
System Work for AVEK													0
Butte payments						(492,805)						(507,000)	(999,805)
Capital leases	(460)	(37,933)	(20,929)	(17,756)	(24,103)	(3,720)	(34,592)	(23,643)	(20,470)	(15,868)	(15,868)	(15,868)	(231,210)
Legal adjudication fees													0
Total Cash Ending Balance	12,094,245	12,669,343	10,569,481	12,638,008	13,351,585	13,193,464	13,000,265	13,412,680	12,005,534	10,654,252	10,191,486	11,617,063	(11,424,832)
											Budget	10,756,000	(1,402,611)
											diff	861,063	
actual cash	12,094,246	12,669,344	10,569,481	12,638,009	13,351,584	13,193,464	13,000,265	13,412,680	12,005,534				
	(0)	(0)	0	(0)	0	(0)	0	0	(0)	10,654,252	10,191,486	11,617,063	

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE: November 6, 2014 **November 12, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Michael Williams, Finance Manager/CFO
VIA: Mr. Dennis LaMoreaux, General Manager
RE: *AGENDA ITEM 7.2 – STATUS REPORT ON FINANCIAL STATEMENTS, REVENUE, AND EXPENSE AND DEPARTMENTAL BUDGET REPORTS FOR SEPTEMBER 30, 2014*

Discussion:

Presented here are the Balance Sheet and Profit/Loss Statement for the period ending September 30, 2014. Also included are Year-To-Year Comparisons and Month-To-Month Comparisons for both revenue and expense. Finally, I have provided individual departmental budget reports for the month of September, 2014.

This is the ninth month of the District's Budget Year 2014. The target percentage is 75%. Revenues ideally are at or above, and expenditures ideally are below.

Balance Sheet:

- Page 1 is our balance sheet on September 30, 2014.
- The most significant change is the decrease in investments of approximately \$1.4MM. The decrease is due to our principal and interest payment for the bonds and loan.
- There was a combined decrease in total assets and liabilities of approximately \$2.1MM.

Profit/Loss Statement:

- Page 3 is our profit/loss statement on September 30, 2014.
- Operating revenue is at 72% of budget. That is a little below the target of 75%.
- Water Sales are at 69% of budget. This is due to reduced consumption.
- Cash operating expense is at 69% of budget. That is 6 points below target.
- We have five (5) departments operating below budget.
- Our GAC expenditures are only at 37% for the year.
- Total net earnings YTD is on target at 72% of budget.
- Page 3-1 Other Operating Revenue is showing a refund of \$1,200.00 due to the new angle stop policy.

Year-To-Year Comparison P&L:

- Page 7 is our comparison of September, 2013 to September, 2014.
- Total operating revenue is down \$308K, or 12%. This is due to reduced consumption for the month.
- Operating expenditures are down by \$94K, or 5%.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

VIA: Mr. Dennis LaMoreaux, General Manager

November 6, 2014

- Page 8 is a graphic presentation of the water consumption comparison. Units billed in acre feet were down by 358, or 15%. Total revenue per unit sold is up \$0.09, or 4%, total revenue per connection is down \$11.69, or 13%, and units billed per connection is down 6, or 16%.

Revenue Analysis Year-To-Date:

- Page 9 is our comparison of revenue, year-to-date.
- Operating revenue through September, 2014 is down \$573K, or 3%.
- Retail water sales from all areas are down by \$317K from last year. That's shown by the combined green highlighted area. Water sales alone are down \$409K YTD.
- Total revenue is down \$660K.
- Operating revenue through September, 2014 is at 72% of budget; last year we were at 79% of budget.

Expense Analysis Year-To-Date:

- Page 11 is our comparison of expense, year-to-date.
- Cash Operating Expenses through September, 2014 are up by \$1.3MM, or 8%, compared to 2013 due to plant expenditures and the Wood settlement payment.
- Total Expenses are up \$1MM, or 4%, for the same reasons.

Departments:

- Pages 14 through 22 are detailed budgets of each department.

Non-Cash Definitions:

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

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

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

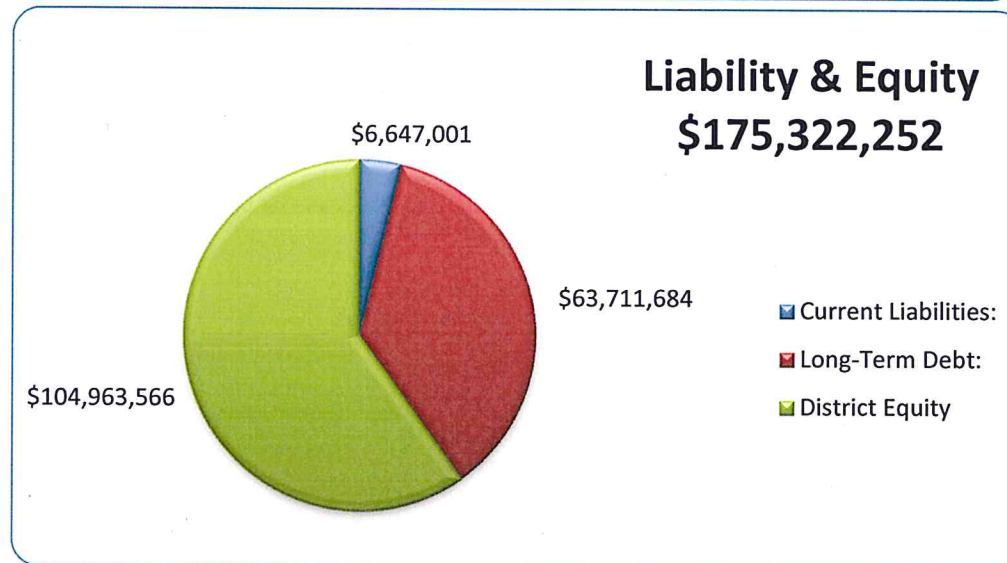
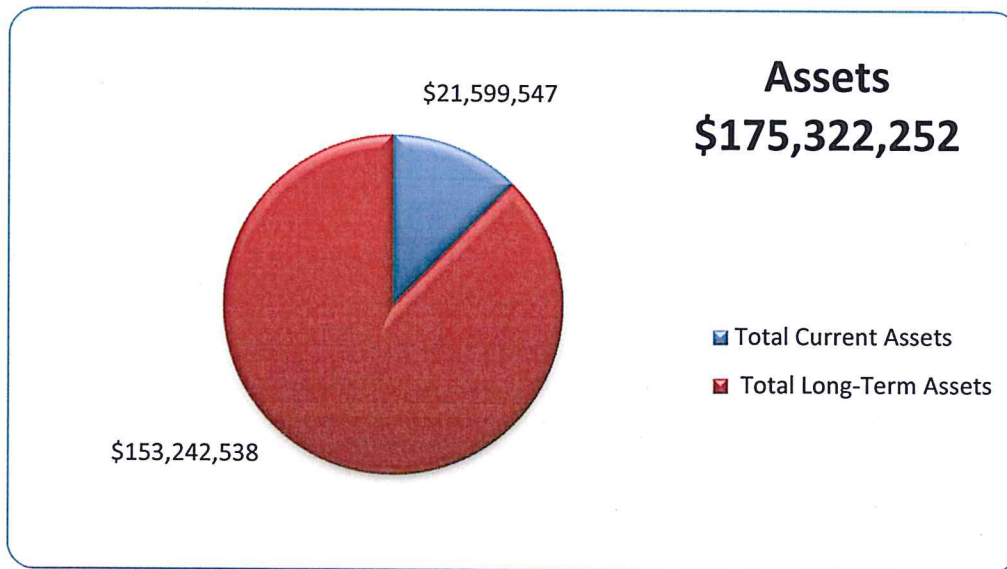
Service Cost Construction: The value of material, parts & supplies from inventory used to construct, repair and maintain our asset infrastructure.

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

Palmdale Water District
Balance Sheet Report
For the Nine Months Ending 9/30/2014

	<u>September 2014</u>	<u>August 2014</u>
ASSETS		
Current Assets:		
Cash and Cash Equivalents	\$ 513,875	\$ 526,000
Investments	11,011,492	12,406,534
2013A Bonds - Project Funds	5,903,239	5,988,455
	<u>\$ 17,428,607</u>	<u>\$ 18,920,990</u>
Receivables:		
Accounts Receivables - Water Sales	\$ 2,002,647	\$ 2,157,958
Accounts Receivables - Miscellaneous	43,475	52,979
Allowance for Uncollected Accounts	(214,349)	(214,349)
	<u>\$ 1,831,773</u>	<u>\$ 1,996,588</u>
Interest Receivable	\$ -	\$ -
Assessments Receivables	1,318,979	1,318,979
Meters, Materials and Supplies	758,402	764,567
Prepaid Expenses	261,787	284,046
Total Current Assets	<u>\$ 21,599,547</u>	<u>\$ 23,285,169</u>
Long-Term Assets:		
Property, Plant, and Equipment, net	\$ 113,189,439	\$ 113,598,450
Participation Rights in State Water Project, net	39,821,213	39,833,747
2013A Bonds - Insurance & Surety Bond	231,886	232,552
	<u>\$ 153,242,538</u>	<u>\$ 153,664,749</u>
Restricted Cash:		
Rate Stabilization Fund	480,166	480,145
Total Long-Term Assets & Restricted Cash	<u>\$ 153,722,705</u>	<u>\$ 154,144,894</u>
Total Assets	<u>\$ 175,322,252</u>	<u>\$ 177,430,063</u>
LIABILITIES AND DISTRICT EQUITY		
Current Liabilities:		
Current Interest Installment of Long-term Debt	\$ 173,935	\$ 931,888
Current Principal Installment of Long-term Debt	1,137,998	1,137,998
Accounts Payable and Accrued Expenses	5,707,670	5,738,957
Deferred Assessments	(372,602)	(372,602)
Total Current Liabilities	<u>\$ 6,647,001</u>	<u>\$ 7,436,241</u>
Long-Term Debt:		
Pension-Related Debt	\$ 1,084,487	\$ 1,084,487
OPEB Liability	8,820,207	8,671,308
2013A Water Revenue Bonds	43,483,225	43,940,476
2012 - Certificates of Participation	10,056,142	10,049,345
2011 - Capital Lease Payable	267,623	296,274
Total Long-Term Liabilities	<u>\$ 63,711,684</u>	<u>\$ 64,041,889</u>
Total Liabilities	<u>\$ 70,358,686</u>	<u>\$ 71,478,131</u>
District Equity		
Revenue from Operations	\$ (3,708,603)	\$ (2,720,237)
Retained Earnings	108,672,169	108,672,169
Total Liabilities and District Equity	<u>\$ 175,322,252</u>	<u>\$ 177,430,063</u>

BALANCE SHEET AS OF SEPTEMBER 31, 2014



Palmdale Water District
Consolidated Profit and Loss Statement
For the Nine Months Ending 9/30/2014

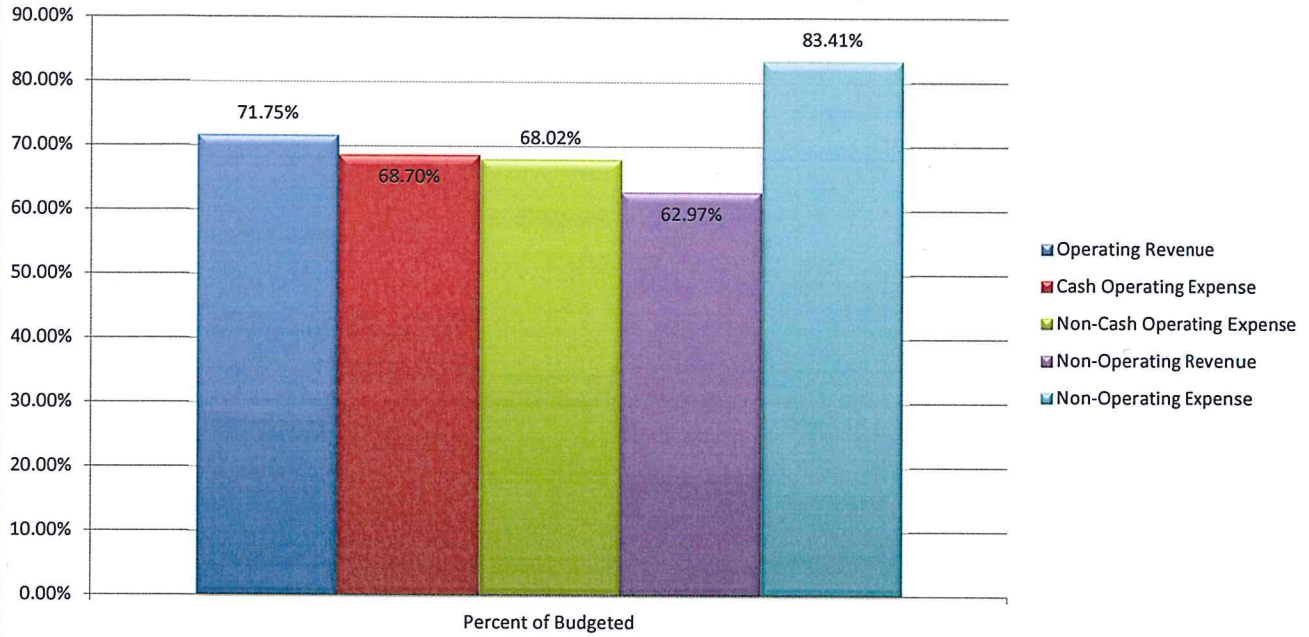
	Thru August	September	Year-to-Date	Adjustments	Adjusted Budget	% of Budget
Operating Revenue:						
Wholesale Water	\$ 126,319	\$ 38,782	\$ 165,101		\$ 225,000	73.38%
Water Sales	5,401,471	851,086	6,252,557		9,053,000	69.07%
Meter Fees	7,529,078	945,665	8,474,743		11,255,000	75.30%
Water Quality Fees	1,042,677	167,289	1,209,966		1,638,000	73.87%
Elevation Fees	318,013	53,171	371,184		525,000	70.70%
Other	916,138	115,064	1,031,202		1,700,000	60.66%
Total Operating Revenue	\$ 15,333,696	\$ 2,171,057	\$ 17,504,753	\$ -	\$ 24,396,000	71.75%
Cash Operating Expenses:						
Directors	\$ 93,489	\$ 10,042	\$ 103,531		\$ 114,500	90.42%
Administration*	2,301,998	202,108	2,504,106	(40,000)	3,450,000	72.58%
Engineering	708,185	85,110	793,296		1,079,800	73.47%
Facilities	2,048,397	325,842	2,374,239		3,408,500	69.66%
Operations	3,756,056	460,704	4,216,760		5,453,500	77.32%
Finance	2,050,797	240,165	2,290,962		2,968,750	77.17%
Water Conservation	91,168	18,071	109,239		270,000	40.46%
Human Resources*	155,004	16,636	171,640	40,000	255,300	67.23%
Information Technology	513,138	39,597	552,735		828,600	66.71%
Water Purchases	1,790,293	34,361	1,824,654		2,400,000	76.03%
Water Purchases-Prior Year OAP	683	-	683		250,000	0.27%
Water Recovery	(408,542)	-	(408,542)		(100,000)	408.54%
Plant Expenditures	1,391,180	65,788	1,456,969		2,143,500	67.97%
GAC Filter Media Replacement	310,226	298,692	608,917		1,638,000	37.17%
Total Cash Operating Expenses	\$ 14,802,073	\$ 1,797,117	\$ 16,599,189	\$ -	\$ 24,160,450	68.70%
Non-Cash Operating Expenses:						
Depreciation	\$ 4,864,227	\$ 634,237	\$ 5,498,464		\$ 7,350,000	74.81%
OPEB Accrual Expense	1,334,999	166,875	1,501,874		2,000,000	75.09%
Bad Debts	24,825	6,266	31,092		100,000	31.09%
Service Costs Construction	(115,002)	8,680	(106,322)		125,000	-85.06%
Capitalized Construction	(937,810)	(154,605)	(1,092,415)		(1,000,000)	109.24%
Total Non-Cash Operating Expenses	\$ 5,171,240	\$ 661,454	\$ 5,832,694	\$ -	\$ 8,575,000	68.02%
Net Operating Profit/(Loss)	\$ (4,639,617)	\$ (287,513)	\$ (4,927,130)	\$ -	\$ (8,339,450)	59.08%
Non-Operating Revenues:						
Assessments (Debt Service)	\$ 2,905,627	\$ -	\$ 2,905,627		\$ 4,400,000	66.04%
Assessments (1%)	1,215,099	-	1,215,099		1,800,000	67.51%
DWR Fixed Charge Recovery	133,539	-	133,539		100,000	133.54%
Interest	40,343	(4,041)	36,302		25,000	145.21%
Capital Improvement Fees	9,889	3,370	13,259		150,000	8.84%
State Grants	-	-	-		485,000	0.00%
Other	177,072	18,318	195,390		185,000	105.62%
Total Non-Operating Revenues	\$ 4,481,569	\$ 17,647	\$ 4,499,216	\$ -	\$ 7,145,000	62.97%
Non-Operating Expenses:						
Interest on Long-Term Debt	\$ 1,550,970	\$ 194,681	\$ 1,745,651		\$ 2,111,000	82.69%
Amortization of SWP	1,276,080	159,510	1,435,590		1,679,000	85.50%
Water Conservation Programs	91,870	7,578	99,448		143,000	69.54%
Total Non-Operating Expenses	\$ 2,918,920	\$ 361,769	\$ 3,280,689	\$ -	\$ 3,933,000	83.41%
Net Earnings	\$ (3,076,968)	\$ (631,635)	\$ (3,708,603)	\$ -	\$ (5,127,450)	72.33%

* Budget adjustments by General Manager per Appendix A

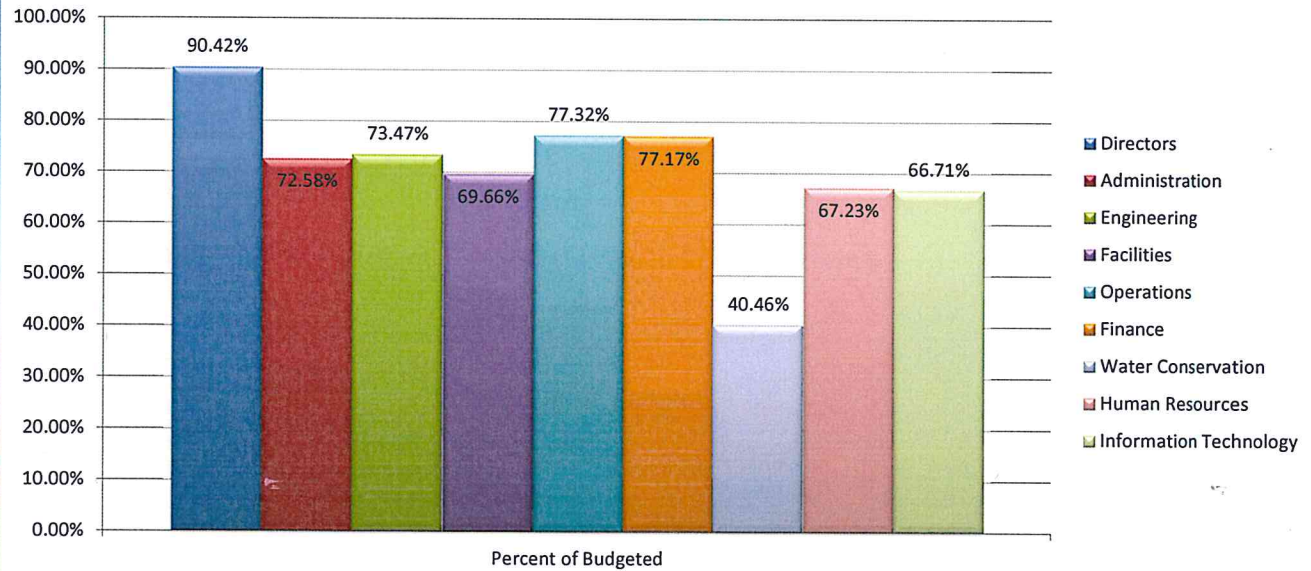
OTHER OPERATING REVENUE

Account Setup Charge(\$25)	\$2,325.00
Account Setup Charge/CC (\$35)	\$2,590.00
After Hours Service Call	\$255.00
Construction Meter Install(\$250)	\$500.00
Credit Check(\$10)	\$10.00
Door Tag Fee(\$20)	\$46,720.00
Lock Broken or Missing(\$15)	\$15.00
Repair Angle Stop After Hours(\$600.00)	-\$1,200.00
Repair Angle Stop(\$440.00)	\$880.00
Shut-Off Charge(\$30)	\$4,620.00
Shut-Off Processing Fee(\$20)	\$280.00
Standard Trip Charge(\$15)	\$210.00
Late Fees	\$51,664.39
NSF Fee	\$900.00
	<u>\$109,769.39</u>

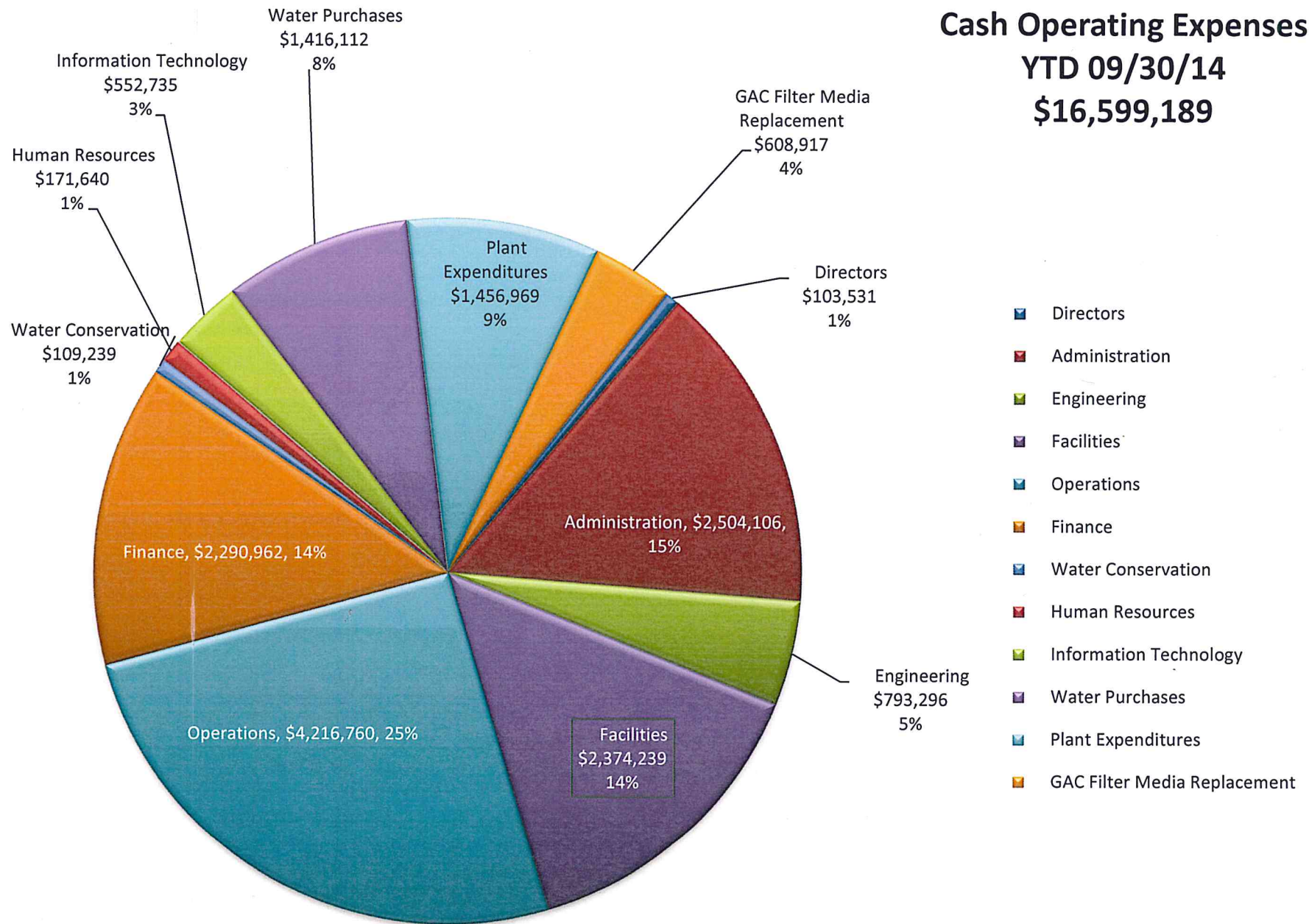
P & L BUDGET vs. ACTUAL



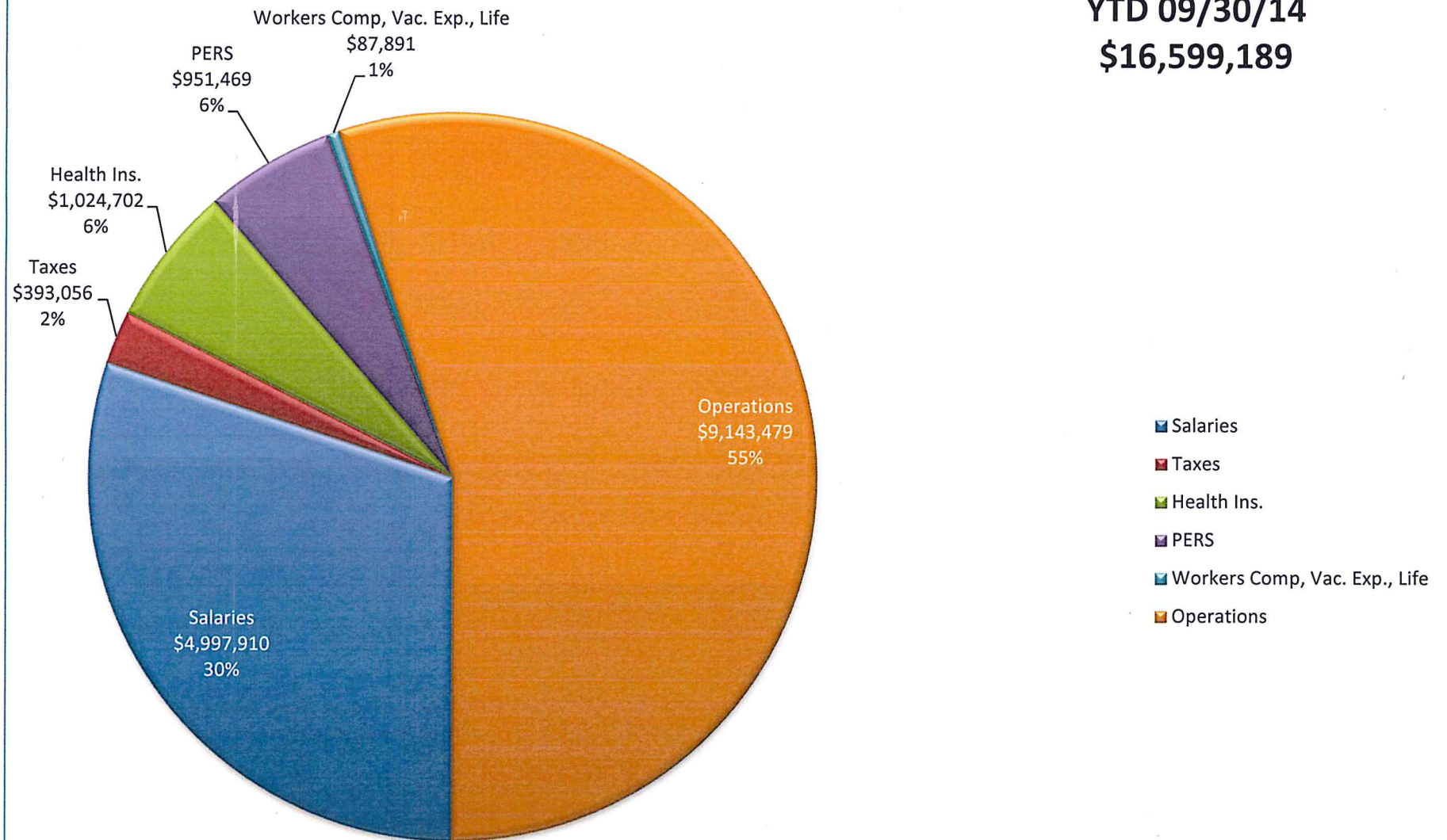
DEPARTMENTAL - BUDGET vs. ACTUAL



Cash Operating Expenses YTD 09/30/14 \$16,599,189



Personnel to Operations Exp
YTD 09/30/14
\$16,599,189

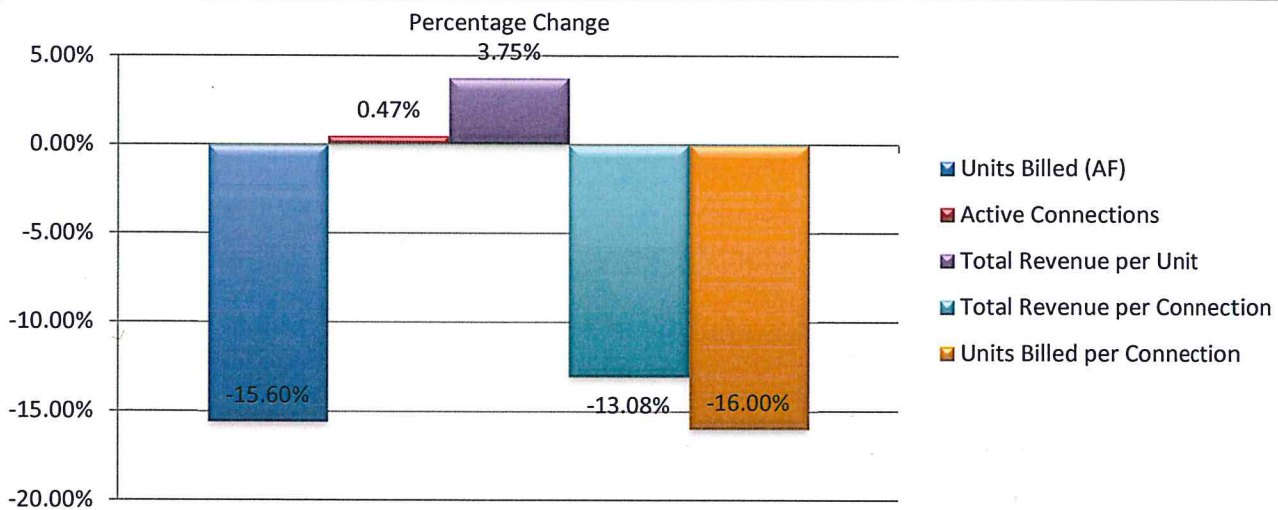
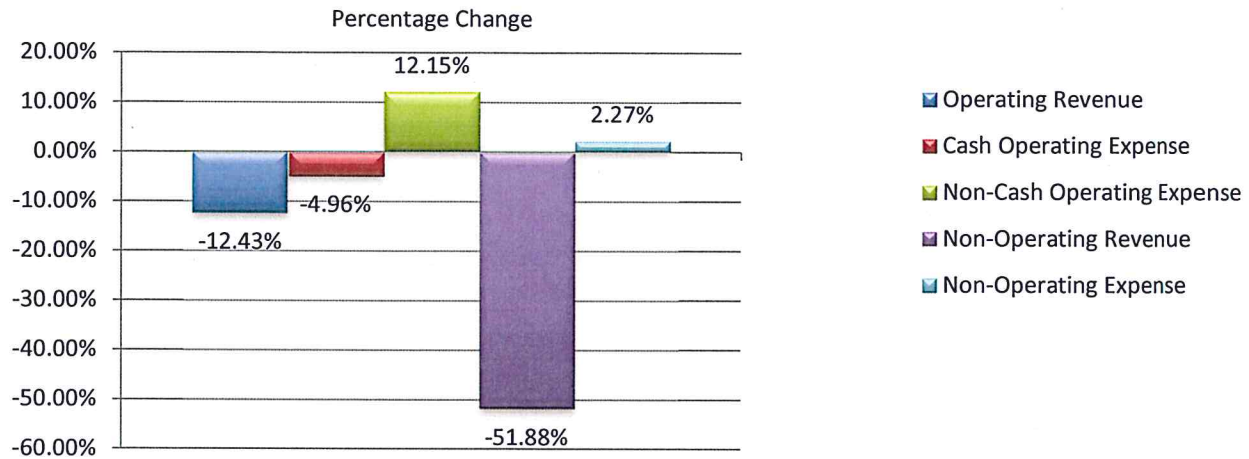


Palmdale Water District
Profit and Loss Statement
Year-To-Year Comparison - September

	2013 September	2014 September	Change	% Change		Consumption Comparison		
					Units Billed	2013 1,000,094	2014 844,099	
Operating Revenue:								
Wholesale Water	\$ 45,447	\$ 38,782	\$ (6,666)	-14.67%	Active	26,345	26,470	
Water Sales	1,116,813	851,086	(265,727)	-23.79%	Vacant	1,008	900	
Meter Fees	923,012	945,665	22,653	2.45%				
Water Quality Fees	199,141	167,289	(31,852)	-15.99%				
Elevation Fees	69,805	53,171	(16,634)	-23.83%	Rev/unit	\$ 2.48	\$ 2.57	
Other	125,016	115,064	(9,952)	-7.96%	Rev/con	\$ 89.36	\$ 77.67	
Total Operating Revenue	\$ 2,479,235	\$ 2,171,057	\$ (308,178)	-12.43%	Unit/con	37.96	31.89	
Cash Operating Expenses:								
Directors	\$ 10,377	\$ 10,042	\$ (334)	-3.22%				
Administration	143,711	202,108	58,397	40.63%				
Engineering	105,027	85,110	(19,916)	-18.96%				
Facilities	232,301	325,842	93,541	40.27%				
Operations	498,348	460,704	(37,644)	-7.55%				
Finance	299,246	240,165	(59,081)	-19.74%				
Water Conservation	20,738	18,071	(2,667)	-12.86%				
Human Resources	8,599	16,636	8,037	93.46%				
Information Technology	42,683	39,597	(3,086)	-7.23%				
Water Purchases	74,873	34,361	(40,512)	-54.11%				
Water Purchases-Prior Year OAP	-	-	-					
Water Recovery	-	-	-					
Plant Expenditures	19,372	65,788	46,416	239.60%				
GAC Filter Media Replacement	435,697	298,692	(137,005)	-31.45%				
Total Cash Operating Expenses	\$ 1,890,971	\$ 1,797,117	\$ (93,854)	-4.96%				
Non-Cash Operating Expenses:								
Depreciation	\$ 577,874	\$ 634,237	\$ 56,363	9.75%				
OPEB Accrual Expense	165,223	166,875	1,652	1.00%				
Bad Debts	155	6,266	6,111					
Service Costs Construction	3,188	8,680	5,492	172.26%				
Capitalized Construction	(156,643)	(154,605)	2,038	-1.30%				
Total Non-Cash Operating Expenses	\$ 589,797	\$ 661,454	\$ 71,656	12.15%				
Net Operating Profit/(Loss)	\$ (1,533)	\$ (287,513)	\$ (285,980)	18652.75%				
Non-Operating Revenues:								
Assessments (Debt Service)	\$ -	\$ -	\$ -					
Assessments (1%)	-	-	-					
DWR Fixed Charge Recovery	-	-	-					
Interest	20,326	(4,041)	(24,367)	-119.88%				
Capital Improvement Fees	-	3,370	3,370					
State Grants	-	-	-					
Other	16,343	18,318	1,975	12.09%				
Total Non-Operating Revenues	\$ 36,669	\$ 17,647	\$ (19,022)	-51.88%				
Non-Operating Expenses:								
Interest on Long-Term Debt	\$ 201,283	\$ 194,681	\$ (6,602)	-3.28%				
Amortization of SWP	144,745	159,510	14,765	10.20%				
Water Conservation Programs	7,715	7,578	(137)	-1.77%				
Total Non-Operating Expenses	\$ 353,743	\$ 361,769	\$ 8,026	2.27%				
Net Earnings	\$ (318,607)	\$ (631,635)	\$ (313,028)	98.25%				

YEAR-TO-YEAR COMPARISON

September '13 -To - September '14



	2013	2014	Change	
Units Billed (AF)	2,296	1,938	-358	-15.60%
Active Connections	26,345	26,470	125	0.47%
Non-Active	1,008	900	-108	-10.71%
Total Revenue per Unit	\$2.48	\$2.57	\$0.09	3.75%
Total Revenue per Connection	\$89.36	\$77.67	-\$11.69	-13.08%
Units Billed per Connection	37.96	31.89	-6.07	-16.00%

Palmdale Water District
Revenue Analysis
For the Nine Months Ending 9/30/2014
2014

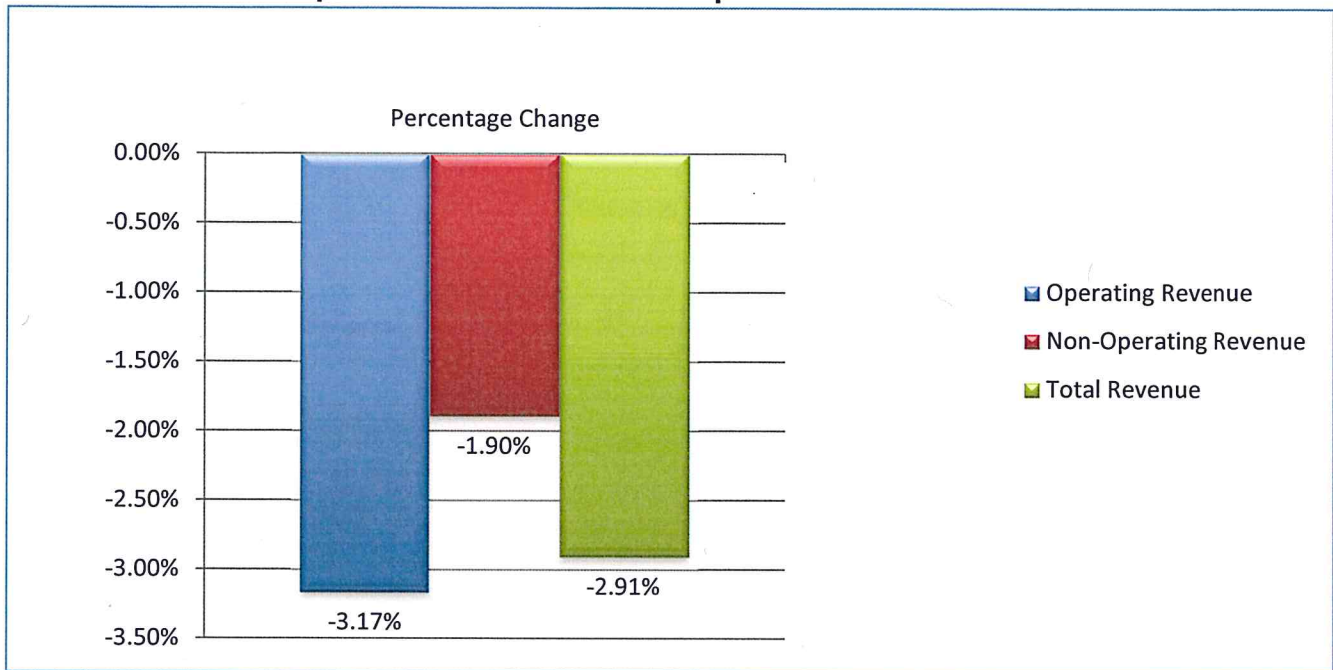
2013 to 2014 Comparison

	Thru August	September	Year-to-Date	Adjusted Budget	% of Budget	Thru August	September	Year-to-Date	% Change
Operating Revenue:									
Wholesale Water	\$ 126,319	\$ 38,782	\$ 165,101	\$ 225,000	73.38%	\$ 126,319	(6,666)	30,582	22.73%
Water Sales	5,401,471	851,086	6,252,557	9,053,000	69.07%	(143,414)	(265,727)	(409,140)	-6.14%
Meter Fees	7,529,078	945,665	8,474,743	11,255,000	75.30%	166,549	22,653	189,202	2.28%
Water Quality Fees	1,042,677	167,289	1,209,966	1,638,000	73.87%	(15,908)	(31,852)	(47,760)	-3.80%
Elevation Fees	318,013	53,171	371,184	525,000	70.70%	(33,209)	(16,634)	(49,844)	-11.84%
Other	916,138	115,064	1,031,202	1,700,000	60.66%	(275,976)	(9,952)	(285,928)	-21.71%
Total Operating Revenue	\$ 15,333,696	\$ 2,171,057	\$17,504,753	\$24,396,000	71.75%	\$ (175,638)	\$ (308,178)	\$ (572,888)	-3.17%
Non-Operating Revenues:									
Assessments (Debt Service)	\$ 2,905,627	\$ -	\$ 2,905,627	\$ 4,400,000	66.04%	\$ (141,549)	\$ -	\$ (141,549)	-4.65%
Assessments (1%)	1,215,099	-	1,215,099	1,800,000	67.51%	(60,893)	-	(60,893)	-4.77%
DWR Fixed Charge Recovery	133,539	-	133,539	100,000	133.54%	38,740	-	38,740	40.87%
Interest	40,343	(4,041)	36,302	25,000	145.21%	68,371	(24,367)	44,004	-571.32%
Capital Improvement Fees	9,889	3,370	13,259	150,000	8.84%	11,870	3,370	15,239	-769.35%
State Grants	-	-	-	485,000	0.00%	-	-	-	
Other	177,072	18,318	195,390	185,000	105.62%	15,572	1,975	17,547	9.87%
Total Non-Operating Revenues	\$ 4,481,569	\$ 17,647	\$ 4,499,216	\$ 7,145,000	62.97%	\$ (67,890)	\$ (19,022)	\$ (86,912)	-1.90%
Total Revenue	\$ 19,815,265	\$ 2,188,704	\$22,003,969	\$31,541,000	69.76%	\$ (243,528)	\$ (327,200)	\$ (659,799)	-2.91%

	Thru August	September	Year-to-Date	Adjusted Budget	% of Budget
Operating Revenue:					
Wholesale Water	\$ 89,071	\$ 45,447	\$ 134,519	\$ 175,000	76.87%
Water Sales	5,544,885	1,116,813	6,661,698	8,198,000	81.26%
Meter Fees	7,362,528	923,012	8,285,541	11,232,000	73.77%
Water Quality Fees	1,058,585	199,141	1,257,726	1,638,000	76.78%
Elevation Fees	351,222	69,805	421,027	550,000	76.55%
Other	1,192,114	125,016	1,317,130	1,250,000	105.37%
Total Operating Revenue	\$ 15,509,334	\$ 2,479,235	\$18,077,641	\$22,868,000	79.05%
Non-Operating Revenues:					
Assessments (Debt Service)	\$ 3,047,176	\$ -	\$ 3,047,176	\$ 4,300,000	70.86%
Assessments (1%)	1,275,992	-	1,275,992	2,775,992	45.97%
DWR Fixed Charge Recovery	94,799	-	94,799	100,000	94.80%
Interest	(28,028)	20,326	(7,702)	25,000	-30.81%
Capital Improvement Fees	(1,981)	-	(1,981)	150,000	-1.32%
State Grants	-	-	-	485,000	0.00%
Other	161,500	16,343	177,843	150,000	118.56%
Total Non-Operating Revenues	\$ 4,549,459	\$ 36,669	\$ 4,586,127	\$ 7,985,992	57.43%
Total Revenue	\$ 20,058,793	\$ 2,515,904	\$22,663,768	\$30,853,992	73.45%

REVENUE COMPARISON YEAR-TO-DATE

September '13-To-September '14



**Palmdale Water District
Operating Expense Analysis
For the Nine Months Ending 9/30/2014
2014**

2013 to 2014 Comparison

	Thru August	September	Year-to-Date	Adjusted Budget	% of Budget	Thru August	September	Year-to-Date	% Change
Cash Operating Expenses:									
Directors	\$ 93,489	\$ 10,042	\$ 103,531	\$ 114,500	90.42%	\$ 27,372	\$ (334)	\$ 27,038	35.35%
Administration	2,301,998	202,108	2,504,106	3,490,000	71.75%	792,907	58,397	851,303	51.51%
Engineering	708,185	85,110	793,296	1,079,800	73.47%	(136,731)	(19,916)	(156,647)	-16.49%
Facilities	2,048,397	325,842	2,374,239	3,408,500	69.66%	87,380	93,541	180,921	8.25%
Operations	3,756,056	460,704	4,216,760	5,453,500	77.32%	340,876	(37,644)	303,232	7.75%
Finance	2,050,797	240,165	2,290,962	2,968,750	77.17%	226,926	(59,081)	167,845	7.91%
Water Conservation	91,168	18,071	109,239	270,000	40.46%	(61,052)	(2,667)	(63,719)	-36.84%
Human Resources	155,004	16,636	171,640	215,300	79.72%	45,840	8,037	53,877	45.75%
Information Technology	513,138	39,597	552,735	828,600	66.71%	513,138	(3,086)	88,984	19.19%
Water Purchases	1,790,293	34,361	1,824,654	2,400,000	76.03%	(132,471)	(40,512)	(172,983)	-8.66%
Water Purchases-Prior Year OAP	683	-	683	250,000	0.27%	(435,802)	-	(435,802)	-99.84%
Water Recovery	(408,542)	-	(408,542)	(100,000)	408.54%	126,755	-	126,755	-23.68%
Plant Expenditures	1,391,180	65,788	1,456,969	2,143,500	67.97%	775,981	46,416	822,397	129.60%
GAC Filter Media Replacement	310,226	298,692	608,917	1,638,000	37.17%	(343,671)	(137,005)	(480,676)	-44.12%
Total Cash Operating Expenses	\$ 14,802,073	\$ 1,797,117	\$ 16,599,189	\$ 24,160,450	68.70%	\$ 1,827,449	\$ (93,854)	\$ 1,312,527	7.91%
Non-Cash Operating Expenses:									
Depreciation	\$ 4,864,227	\$ 634,237	\$ 5,498,464	\$ 7,350,000	74.81%	\$ (373,250)	\$ 56,363	\$ (316,888)	-5.45%
OPEB Accrual Expense	1,334,999	166,875	1,501,874	2,000,000	75.09%	13,218	1,652	14,870	1.00%
Bad Debts	24,825	6,266	31,092	100,000	31.09%	19,400	6,111	25,511	457.13%
Service Costs Construction	(115,002)	8,680	(106,322)	125,000	-85.06%	(205,141)	5,492	(199,649)	-213.92%
Capitalized Construction	(937,810)	(154,605)	(1,092,415)	(1,000,000)	109.24%	(200,112)	2,038	(198,074)	22.15%
Total Non-Cash Operating Expenses	\$ 5,171,240	\$ 661,454	\$ 5,832,694	\$ 8,575,000	68.02%	\$ (745,886)	\$ 71,656	\$ (674,230)	-11.56%
Non-Operating Expenses:									
Interest on Long-Term Debt	\$ 1,550,970	\$ 194,681	\$ 1,745,651	\$ 2,111,000	82.69%	\$ 300,754	\$ (6,602)	\$ 294,152	20.27%
Amortization of SWP	1,276,080	159,510	1,435,590	1,679,000	85.50%	120,736	14,765	135,501	10.42%
Water Conservation Programs	91,870	7,578	99,448	143,000	69.54%	6,266	(137)	6,130	0.22%
Total Non-Operating Expenses	\$ 2,918,920	\$ 361,769	\$ 3,280,689	\$ 3,933,000	83.41%	\$ 427,756	\$ 8,026	\$ 435,782	15.32%
Total Expenses	\$ 22,892,233	\$ 2,820,339	\$ 25,712,572	\$ 36,668,450	70.12%	\$ 1,509,319	\$ (14,172)	\$ 1,074,079	4.36%

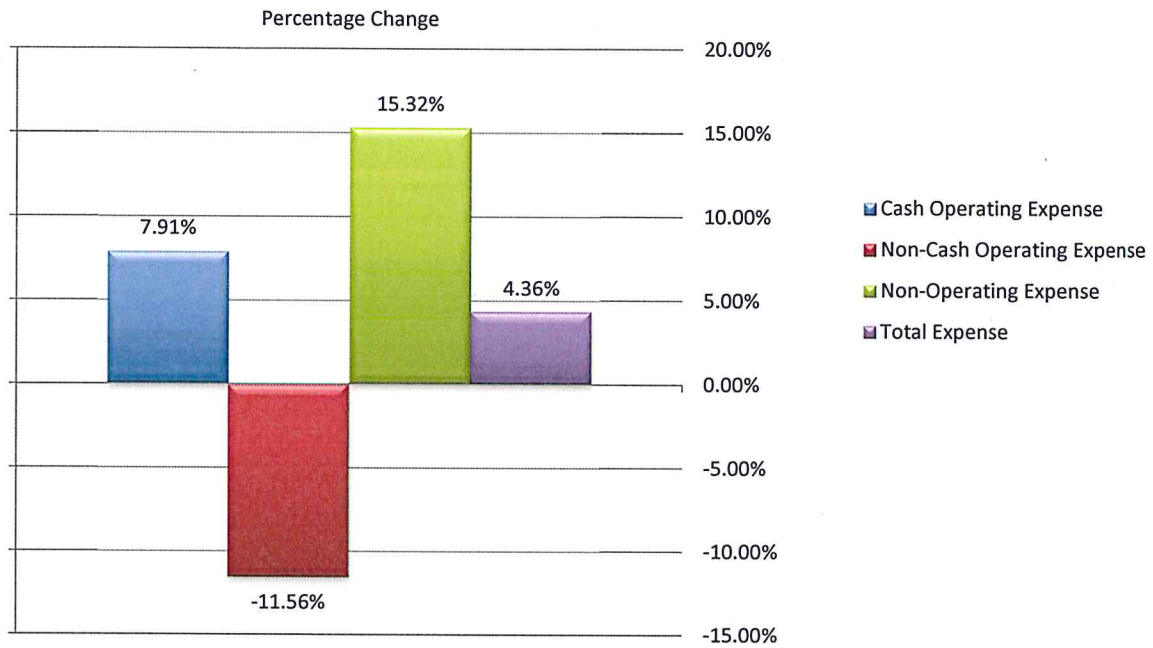
**Palmdale Water District
Operating Expense Analysis
For the Nine Months Ending 9/30/2014**

2013 to 2014 Comparison

	2013				
	Thru August	September	Year-to-Date	Adjusted Budget	% of Budget
Cash Operating Expenses:					
Directors	\$ 66,117	\$ 10,377	\$ 76,494	\$ 117,500	65.10%
Administration	1,509,092	143,711	1,652,803	2,602,000	63.52%
Engineering	844,916	105,027	949,942	1,215,750	78.14%
Facilities	1,961,017	232,301	2,193,318	3,298,500	66.49%
Operations	3,415,180	498,348	3,913,528	4,944,250	79.15%
Finance	1,823,871	299,246	2,123,117	2,789,000	76.12%
Water Conservation	152,220	20,738	172,958	239,750	72.14%
Human Resources	109,164	8,599	117,763	209,600	56.18%
Information Technology	421,068	42,683	463,751	728,000	63.70%
Water Purchases	1,922,764	74,873	1,997,637	2,600,000	76.83%
Water Purchases-Prior Year OAP	436,485	-	436,485	-	
Water Recovery	(535,297)	-	(535,297)	(100,000)	535.30%
Plant Expenditures	615,199	19,372	634,571	836,500	75.86%
GAC Filter Media Replacement	653,896	435,697	1,089,593	1,638,000	66.52%
Total Cash Operating Expenses	\$ 13,395,692	\$ 1,890,971	\$ 15,286,663	\$ 21,118,850	72.38%
Non-Cash Operating Expenses:					
Depreciation	\$ 5,237,478	\$ 577,874	\$ 5,815,352	\$ 7,250,000	80.21%
OPEB Accrual Expense	1,321,781	165,223	1,487,004	2,000,000	74.35%
Bad Debts	5,426	155	5,581	100,000	5.58%
Service Costs Construction	90,140	3,188	93,328	125,000	74.66%
Capitalized Construction	(737,698)	(156,643)	(894,341)	(1,000,000)	89.43%
Total Non-Cash Operating Expenses	\$ 5,917,126	\$ 589,797	\$ 6,506,923	\$ 8,475,000	76.78%
Non-Operating Expenses:					
Interest on Long-Term Debt	\$ 1,250,216	\$ 201,283	\$ 1,451,499	\$ 2,111,000	68.76%
Amortization of SWP	1,155,344	144,745	1,300,089	1,679,000	77.43%
Water Conservation Programs	85,604	7,715	93,318	150,000	62.21%
Total Non-Operating Expenses	\$ 2,491,164	\$ 353,743	\$ 2,844,906	\$ 3,940,000	72.21%
Total Expenses	\$ 21,803,981	\$ 2,834,511	\$ 24,638,493	\$ 33,533,850	73.47%

EXPENSE COMPARISON YEAR-TO-DATE

September '13-To-September '14



Palmdale Water District
2014 Directors Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-01-4000-000 Directors Pay	\$ 49,350	\$ 45,000	\$ -	\$ (4,350)	109.67%
Employee Benefits					
1-01-4005-000 Payroll Taxes	3,750	5,500		1,750	68.17%
1-01-4010-000 Health Insurance	38,512	54,000		15,488	71.32%
Subtotal (Benefits)	42,262	59,500	-	15,488	71.03%
Total Personnel Expenses	<u>\$ 91,612</u>	<u>\$ 104,500</u>	<u>\$ -</u>	<u>\$ 11,138</u>	<u>87.67%</u>
OPERATING EXPENSES:					
1-01-4050-000 Directors Travel, Seminars & Meetings	11,920	10,000		(1,920)	119.20%
Subtotal Operating Expenses	11,920	10,000	-	(1,920)	119.20%
Total O & M Expenses	<u>\$ 103,531</u>	<u>\$ 114,500</u>	<u>\$ -</u>	<u>\$ 9,218</u>	<u>90.42%</u>

Palmdale Water District
2014 Administration Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL	ORIGINAL BUDGET	ADJUSTMENTS	ADJUSTED BUDGET	PERCENT
	2014	2014	2014	REMAINING	USED
Personnel Budget:					
1-02-4000-000 Salaries	\$ 544,496	\$ 656,000		\$ 111,504	83.00%
1-02-4000-100 Overtime	6,433	7,500		1,067	85.77%
1-02-4000-200 On-Call	39,227	60,000		20,773	65.38%
Subtotal (Salaries)	\$ 590,156	\$ 723,500		\$ 133,344	81.57%
Employee Benefits					
1-02-4005-000 Payroll Taxes	39,895	41,500		1,605	96.13%
1-02-4010-000 Health Insurance	76,836	96,000		19,164	80.04%
1-02-4015-000 PERS	108,908	132,500		23,592	82.19%
1-02-4020-000 Worker's Compensation	55,083	125,000		69,917	44.07%
1-02-4025-000 Vacation Benefit Expense	26,602	35,000		8,398	76.01%
1-02-4030-000 Life Insurance	6,206	7,500		1,294	82.74%
Subtotal (Benefits)	\$ 313,530	\$ 437,500	\$ -	\$ 123,970	71.66%
Total Personnel Expenses	\$ 903,686	\$ 1,161,000	\$ -	\$ 257,314	77.84%

OPERATING EXPENSES:

1-02-4050-000 Staff Travel	6,357.09	\$ 8,000		\$ 1,643	79.46%
1-02-4050-100 General Manager Travel	5,644.34	5,000		(644)	112.89%
1-02-4060-000 Staff Conferences & Seminars	2,897.96	3,000		102	96.60%
1-02-4060-100 General Manager Conferences & Seminars	2,765.04	4,500		1,735	61.45%
1-02-4070-000 Employee Expense*	-	40,000	(40,000)	-	0.00%
1-02-4080-000 Other Operating	13,113	20,000		6,887	65.56%
1-02-4110-000 Consultants	114,623	200,000		85,377	57.31%
1-02-4125-000 Insurance	199,680	300,000		100,320	66.56%
1-02-4130-000 Bank Charges	99,551	130,000		30,449	76.58%
1-02-4135-000 Groundwater Adjudication	183,044	400,000		216,956	45.76%
1-02-4135-000 Groundwater Adjudication - Woods Class	601,670	590,500		(11,170)	101.89%
1-02-4140-000 Legal Services	130,801	200,000		69,199	65.40%
1-02-4150-000 Accounting Services	22,393	25,000		2,607	89.57%
1-02-4155-000 Contracted Services	18,320	29,000		10,680	63.17%
1-02-4165-000 Memberships/Subscriptions	89,499	210,000		120,501	42.62%
1-02-4175-000 Permits	8,986	15,000		6,014	59.90%
1-02-4180-000 Postage	21,753	30,000		8,247	72.51%
1-02-4190-100 Public Relations - Publications	14,000	40,000		26,000	35.00%
1-02-4190-900 Public Relations - Other	706	1,000		294	70.60%
1-02-4200-000 Advertising	1,399	5,000		3,601	27.98%
1-02-4205-000 Office Supplies	18,231	18,000		(231)	101.29%
1-02-4215-200 Natural Gas - Office Building	1,832	5,000		3,168	36.64%
1-02-4220-200 Electricity - Office Building	43,156	50,000		6,844	86.31%
Subtotal Operating Expenses	\$ 1,600,420	\$ 2,329,000	\$ (40,000)	\$ 688,580	68.72%
Total Departmental Expenses	\$ 2,504,106	\$ 3,490,000	\$ (40,000)	\$ 945,894	72.58%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2014 Engineering Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-03-4000-000 Salaries	\$ 488,110	\$ 668,500		\$ 180,390	73.02%
1-03-4000-100 Overtime	7,671	6,500		(1,171)	118.02%
Subtotal (Salaries)	\$ 495,781	\$ 675,000		\$ 179,219	73.45%
Employee Benefits					
1-03-4005-000 Payroll Taxes	39,867	51,500		11,633	77.41%
1-03-4010-000 Health Insurance	100,085	134,800		34,715	74.25%
1-03-4015-000 PERS	105,148	133,500		28,352	78.76%
Subtotal (Benefits)	\$ 245,100	\$ 319,800	\$ -	\$ 74,700	76.64%
Total Personnel Expenses	\$ 740,881	\$ 994,800	\$ -	\$ 253,919	74.48%
OPERATING EXPENSES:					
1-03-4050-000 Staff Travel	\$ 1,935	\$ 3,000		\$ 1,065	64.50%
1-03-4060-000 Staff Conferences & Seminars	-	2,500		2,500	0.00%
1-03-4155-000 Contracted Services	40,000	61,500		21,500	65.04%
1-03-4165-000 Memberships/Subscriptions	1,508	2,000		493	75.38%
1-03-4250-000 General Materials & Supplies	1,767	2,500		733	70.68%
1-03-8100-100 Computer Software - Maint. & Support	7,205	13,500		6,295	53.37%
Subtotal Operating Expenses	\$ 52,414	\$ 85,000	\$ -	\$ 32,586	61.66%
Total Departmental Expenses	\$ 793,296	\$ 1,079,800	\$ -	\$ 286,504	73.47%

Palmdale Water District
2014 Facilities Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-04-4000-000 Salaries	\$ 1,045,459	\$ 1,450,000		\$ 404,541	72.10%
1-04-4000-100 Overtime	59,954	36,500		(23,454)	164.26%
Subtotal (Salaries)	\$ 1,105,413	\$ 1,486,500		\$ 381,087	74.36%
Employee Benefits					
1-04-4005-000 Payroll Taxes	89,367	111,000		21,633	80.51%
1-04-4010-000 Health Insurance	236,166	374,500		138,334	63.06%
1-04-4015-000 PERS	198,719	278,000		79,281	71.48%
Subtotal (Benefits)	\$ 524,252	\$ 763,500	\$ -	\$ 239,248	68.66%
Total Personnel Expenses	\$ 1,629,666	\$ 2,250,000	\$ -	\$ 643,789	72.43%
OPERATING EXPENSES:					
1-04-4050-000 Staff Travel	\$ 5,390	\$ 2,500		(2,890)	215.62%
1-04-4060-000 Staff Conferences & Seminars	1,176	3,000		1,824	39.20%
1-04-4155-000 Contracted Services	60,625	71,500		10,875	84.79%
1-04-4175-000 Permits-Dams	19,868	50,000		30,132	39.74%
1-04-4215-200 Natural Gas - Buildings	1,809	4,500		2,691	40.20%
1-04-4220-200 Electricity - Buildings	17,906	30,000		12,094	59.69%
1-04-4225-000 Maint. & Repair - Vehicles	23,883	45,000		21,117	53.07%
1-04-4230-100 Maint. & Rep. Office Building	6,894	18,000		11,106	
1-04-4235-110 Maint. & Rep. Equipment	5,292	7,500		2,208	70.56%
1-04-4235-400 Maint. & Rep. Operations - Wells	42,817	135,000		92,183	31.72%
1-04-4235-405 Maint. & Rep. Operations - Boosters	24,041	65,000		40,959	36.99%
1-04-4235-410 Maint. & Rep. Operations - Shop Bldgs	8,736	10,000		1,264	87.36%
1-04-4235-415 Maint. & Rep. Operations - Facilities	7,572	15,000		7,428	50.48%
1-04-4235-420 Maint. & Rep. Operations - Water Lines	204,947	275,000		70,053	74.53%
1-04-4235-425 Maint. & Rep. Operations - Littlerock Dam	2,444	15,000		12,556	16.30%
1-04-4235-430 Maint. & Rep. Operations - Palmdale Dam	-	15,000		15,000	0.00%
1-04-4235-435 Maint. & Rep. Operations - Palmdale Canal	960	3,000		2,040	32.00%
1-04-4235-455 Maint. & Rep. Operations - Heavy Equipment	42,492	35,000		(7,492)	121.41%
1-04-4235-460 Maint. & Rep. Operations - Storage Reservoirs	381	5,000		4,619	7.61%
1-04-6000-000 Waste Disposal	10,511	40,000		29,489	26.28%
1-04-6100-100 Fuel and Lube - Vehicle	100,274	130,000		29,726	77.13%
1-04-6100-200 Fuel and Lube - Machinery	35,266	43,000		7,734	82.01%
1-04-6200-000 Uniforms	16,546	21,000		4,454	78.79%
1-04-6300-100 Supplies - Misc.	44,149	47,500		3,351	92.95%
1-04-6300-800 Supplies - Construction Materials	40,860	45,000		4,140	90.80%
1-04-6400-000 Tools	9,873	12,000		2,127	82.28%
1-04-7000-100 Leases -Equipment	9,861	15,000		5,139	65.74%
Subtotal Operating Expenses	\$ 744,574	\$ 1,158,500	\$ -	\$ 413,926	64.27%
Total Departmental Expenses	\$ 2,374,239	\$ 3,408,500	\$ -	\$ 1,057,715	69.66%

Palmdale Water District
2014 Operation Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-05-4000-000 Salaries	\$ 1,224,984	\$ 1,734,000		\$ 509,016	70.64%
1-05-4000-100 Overtime	71,714	70,000		(1,714)	102.45%
Subtotal (Salaries)	\$ 1,296,698	\$ 1,804,000		\$ 507,302	71.88%
Employee Benefits					
1-05-4005-000 Payroll Taxes	103,498	131,000		27,502	79.01%
1-05-4010-000 Health Insurance	265,836	343,000		77,164	77.50%
1-05-4015-000 PERS	249,276	324,000		74,724	76.94%
Subtotal (Benefits)	\$ 618,610	\$ 798,000	\$ -	\$ 179,390	77.52%
Total Personnel Expenses	\$ 1,915,308	\$ 2,602,000	\$ -	\$ 688,406	73.61%
OPERATING EXPENSES:					
1-05-4050-000 Staff Travel	\$ 5,202	\$ 8,000		\$ 2,798	65.03%
1-05-4060-000 Staff Conferences & Seminars	2,784	9,500		6,716	29.31%
1-05-4120-100 Training - Lab Equipment*	6,867	4,500	2,500	133	98.10%
1-05-4120-200 Training - SCADA Network	4,302	9,000		4,698	47.80%
1-05-4155-000 Contracted Services	70,508	109,250		38,742	64.54%
1-05-4175-000 Permits	26,260	45,000		18,740	58.36%
1-05-4215-100 Natural Gas - Wells & Boosters	222,916	236,000		13,084	94.46%
1-05-4215-200 Natural Gas - WTP	991	3,000		2,009	33.02%
1-05-4220-100 Electricity - Wells & Boosters	1,338,706	1,515,000		176,294	88.36%
1-05-4220-200 Electricity - WTP	96,684	125,000		28,316	77.35%
1-05-4230-110 Maint. & Rep. - Office Equipment	357	500		143	71.39%
1-05-4235-110 Maint. & Rep. Operations - Equipment	9,130	22,500		13,370	40.58%
1-05-4235-410 Maint. & Rep. Operations - Shop Bldgs	3,720	6,000		2,280	62.01%
1-05-4235-415 Maint. & Rep. Operations - Facilities	57,337	45,000		(12,337)	127.42%
1-05-4235-445 Maint. & Rep. Operations - Telemetry	663	2,250		1,587	29.47%
1-05-4235-450 Maint. & Rep. Operations - Hypo Generator	46,318	30,000		(16,318)	154.39%
1-05-4235-500 Maint. & Rep. Operations - Wind Turbine	-	6,000		6,000	0.00%
1-05-4236-000 Palmdale Lake Management	7,393	15,000		7,607	49.29%
1-05-4270-300 Telecommunication - Other	2,295	2,750		455	83.45%
1-05-4300-300 Testing - Edison	-	9,000		9,000	0.00%
1-05-6000-000 Waste Disposal*	3,767	14,000	7,146	17,379	17.81%
1-05-6200-000 Uniforms	10,867	12,000		1,133	90.56%
1-05-6300-100 Supplies - Misc.	17,518	15,000		(2,518)	116.79%
1-05-6300-200 Supplies - Hypo Generator	6,052	6,750		698	89.66%
1-05-6300-300 Supplies - Electrical	-	3,500		3,500	0.00%
1-05-6300-400 Supplies - Telemetry	152	7,500		7,348	2.03%
1-05-6300-600 Supplies - Lab	31,109	35,000		3,891	88.88%
1-05-6300-700 Outside Lab Work	34,220	60,000		25,780	57.03%
1-05-6400-000 Tools	6,773	6,500		(273)	104.19%
1-05-6500-000 Chemicals*	286,832	485,000	(9,646)	188,522	60.34%
1-05-7000-100 Leases -Equipment	1,729	3,000		1,271	57.62%
Subtotal Operating Expenses	\$ 2,301,452	\$ 2,851,500	\$ -	\$ 550,048	80.71%
Total Departmental Expenses	\$ 4,216,760	\$ 5,453,500	\$ -	\$ 1,238,454	77.32%

* Budget adjustments by General Manager per Appendix A

Palmdale Water District
2014 Finance Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-06-4000-000 Salaries	\$ 1,137,318	\$ 1,645,000		\$ 507,682	69.14%
1-06-4000-100 Overtime	14,447	19,000		4,553	76.04%
Subtotal (Salaries)	\$ 1,151,765	\$ 1,664,000	\$ -	\$ 512,235	69.22%
Employee Benefits					
1-06-4005-000 Payroll Taxes	91,792	123,000		31,208	28.96%
1-06-4010-000 Health Insurance	252,370	317,000		64,630	76.24%
1-06-4015-000 PERS	237,674	331,000		93,326	30.83%
Subtotal (Benefits)	\$ 581,836	\$ 771,000	\$ -	\$ 189,164	75.47%
Total Personnel Expenses	\$ 1,733,601	\$ 2,435,000	\$ -	\$ 701,399	71.20%
OPERATING EXPENSES:					
1-06-4050-000 Staff Travel	\$ -	\$ 250		250	0.00%
1-06-4060-000 Staff Conferences & Seminars	562	1,000		438	56.20%
1-06-4155-300 Contracted Services	18,301	21,000		2,699	87.15%
1-06-4155-100 Contracted Services - Infosend	146,232	205,000		58,768	71.33%
1-06-4165-000 Memberships/Subscriptions	220	500		280	44.00%
1-06-4230-110 Maintenance & Repair - Office Equipment	-	1,000		1,000	0.00%
1-06-4235-440 Maint. & Rep. Operations - Large Meters	31,514	10,000		(21,514)	315.14%
1-06-4235-470 Maint. & Rep. Operations - Meter Exchanges	319,591	225,000		(94,591)	142.04%
1-06-4250-000 General Material & Supplies	3,095	6,000		2,905	51.58%
1-06-4260-000 Business Forms	7,655	10,000		2,345	76.55%
1-06-4270-100 Telecommunication - Office	9,974	12,000		2,026	83.11%
1-06-4270-200 Telecommunication - Cellular Stipend	11,565	17,000		5,435	68.03%
1-06-4270-300 Telecommunication - Cellular	-	500		500	0.00%
1-06-4300-200 Testing - Large Meter Testing	6,752	21,500		14,748	31.41%
1-06-7000-100 Leases - Equipment	1,900	3,000		1,100	63.33%
Subtotal Operating Expenses	\$ 557,361	\$ 533,750	\$ -	\$ (23,611)	104.42%
Total Departmental Expenses	\$ 2,290,962	\$ 2,968,750	\$ -	\$ 677,788	77.17%

Palmdale Water District
2014 Water Conservation Budget
For the Nine Months Ending Tuesday, September 30, 2014

YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
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Personnel Budget:

1-07-4000-000 Salaries	\$ 68,218	\$ 168,500	\$ 100,282	40.49%
1-07-4000-100 Overtime	2,528	1,000	(1,528)	252.80%
Subtotal (Salaries)	\$ 70,746	\$ 169,500	\$ 98,754	41.74%

Employee Benefits

1-07-4005-000 Payroll Taxes	5,882	13,000	7,118	45.24%
1-07-4010-000 Health Insurance	13,737	31,500	17,763	43.61%
1-07-4015-000 PERS	11,910	34,000	22,090	35.03%
Subtotal (Benefits)	\$ 31,529	\$ 78,500	\$ -	40.16%

Total Personnel Expenses

\$ 102,276	\$ 248,000	\$ -	\$ 147,252	41.24%
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OPERATING EXPENSES:

1-07-4050-000 Staff Travel	\$ -	\$ 1,000	\$ 1,000	0.00%
1-07-4060-000 Staff Conferences & Seminars	-	1,000	1,000	0.00%
1-07-4190-300 Public Relations - Landscape Workshop/Training	71	1,000	929	7.14%
1-07-4190-400 Public Relations - Contests	-	1,000	1,000	0.00%
1-07-4190-500 Public Relations - Education Programs	413	5,000	4,588	8.25%
1-07-4190-700 Public Relations -General Media	1,818	3,000	1,182	60.60%
1-07-4190-900 Public Relations - Other	75	5,000	4,925	1.50%
1-07-6300-100 Supplies - Misc.	4,586	5,000	414	91.72%
Subtotal Operating Expenses	\$ 6,963	\$ 22,000	\$ -	31.65%

Total Departmental Expenses

\$ 109,239	\$ 270,000	\$ -	\$ 162,289	40.46%
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Palmdale Water District
2014 Human Resources Budget
For the Nine Months Ending Tuesday, September 30, 2014

	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-08-4000-000 Salaries	\$ 70,802	\$ 97,000		\$ 26,198	72.99%
Employee Benefits					
1-08-4005-000 Payroll Taxes	5,731	7,500		1,769	76.41%
1-08-4010-000 Health Insurance	12,358	19,200		6,842	64.37%
1-08-4015-000 PERS	4,771	6,500		1,729	73.41%
Subtotal (Benefits)	\$ 22,861	\$ 33,200	\$ -	\$ 10,339	68.86%
Total Personnel Expenses	\$ 93,663	\$ 130,200	\$ -	\$ 36,537	71.94%
OPERATING EXPENSES:					
1-08-4050-000 Staff Travel	\$ 1,721	\$ 500		\$ (1,221)	344.24%
1-08-4060-000 Staff Conferences & Seminars	749	500		(249)	149.80%
1-08-4070-000 Employee Expense*	32,379	-	40,000	7,621	80.95%
1-08-4090-000 Temporary Staffing	-	-		-	
1-08-4095-000 Employee Recruitment	12,515	3,000		(9,515)	417.18%
1-08-4100-000 Employee Retention**	7,101	1,500	18,500	12,899	35.51%
1-08-4105-000 Employee Relations	2,623	3,500		877	74.96%
1-08-4110-000 Consultants	-	1,000		1,000	0.00%
1-08-4120-100 Training-Safety Consultants	7,860	38,000		30,140	20.69%
1-08-4121-000 Safety Program	50	1,000		950	5.00%
1-08-4165-000 Membership/Subscriptions	788	1,600		812	49.28%
1-08-4165-100 HR/Safety Publications	22	1,000		978	2.20%
1-08-6300-500 Supplies - Safety	12,167	33,500		21,333	36.32%
Subtotal Operating Expenses	\$ 77,977	\$ 85,100	\$ 58,500	\$ 65,623	54.30%
Total Departmental Expenses	\$ 171,640	\$ 215,300	\$ 58,500	\$ 102,160	62.69%

* Budget adjustments by General Manager per Appendix A

** Budget adjustment by Board action 05/14/14

Palmdale Water District
2014 Information Technology Budget
For the Nine Months Ending Tuesday, September 30, 2014

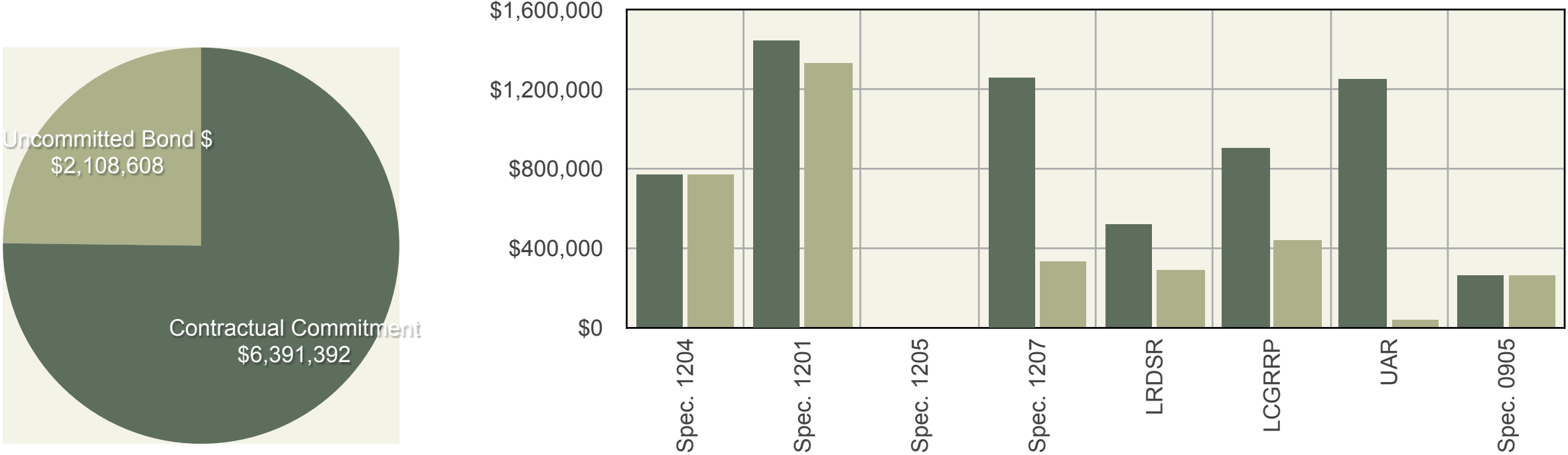
	YTD ACTUAL 2014	ORIGINAL BUDGET 2014	ADJUSTMENTS 2014	ADJUSTED BUDGET REMAINING	PERCENT USED
Personnel Budget:					
1-09-4000-000 Salaries	\$ 165,955	\$ 226,000		\$ 60,045	73.43%
1-09-4000-100 Overtime	1,243	2,500		1,257	49.71%
Subtotal (Salaries)	\$ 167,198	\$ 228,500		\$ 61,302	73.17%
Employee Benefits					
1-09-4005-000 Payroll Taxes	13,274	16,000		2,726	82.96%
1-09-4010-000 Health Insurance	28,800	38,400		9,600	75.00%
1-09-4015-000 PERS	35,063	45,200		10,137	77.57%
Subtotal (Benefits)	\$ 77,137	\$ 99,600	\$ -	\$ 22,463	77.45%
Total Personnel Expenses	\$ 244,335	\$ 328,100	\$ -	\$ 82,508	74.47%
OPERATING EXPENSES:					
1-09-4050-000 Staff Travel	\$ 397	\$ 3,000		2,603	13.24%
1-09-4060-000 Staff Conferences & Seminars	12,628	15,000		2,372	84.19%
1-09-4155-000 Contracted Services	78,805	129,000		50,195	61.09%
1-09-4165-000 Memberships/Subscriptions	1,607	500		(1,107)	321.38%
1-09-4270-000 Telecommunications	48,568	55,500		6,932	87.51%
1-09-8000-100 Computer Equipment - Computers	6,211	25,000		18,789	24.84%
1-09-8000-200 Computer Equipment - Laptops	3,166	5,000		1,834	63.33%
1-09-8000-300 Computer Equipment - Monitors	-	2,000		2,000	0.00%
1-09-8000-400 Computer Equipment - Printers	26	15,000		14,974	0.17%
1-09-8000-500 Computer Equipment - Toner Cartridges	1,610	3,000		1,390	53.67%
1-09-8000-550 Computer Equipment - Telephony	-	2,500		2,500	0.00%
1-09-8000-600 Computer Equipment - Other	36,847	35,000		(1,847)	105.28%
1-09-8100-100 Computer Software - Maint. and Support	16,802	70,000		53,198	24.00%
1-09-8100-140 Computer Software - Starnik	74,800	95,000		20,200	78.74%
1-09-8100-150 Computer Software - Dynamics GP Support	26,786	30,000		3,214	89.29%
1-09-8100-200 Computer Software - Software and Upgrades	147	15,000		14,853	0.98%
Subtotal Operating Expenses	\$ 308,401	\$ 500,500	\$ -	\$ 192,099	61.62%
Total Departmental Expenses	\$ 552,735	\$ 828,600	\$ -	\$ 274,607	66.71%

Palmdale Water District - Project Payment Schedule
November, 2014

Contractually Committed Project Summary																					
Project Title	Contract Amount	Project No.	Payee	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Well No. 14A Rehabilitation	\$ 87,095	601-14	Reed / Best Drilling & Pump						\$ 80,530												
Water System Master Plan Update	\$ 196,043	14-404	MWH					\$ 6,040	\$ 8,240	\$ 21,805	\$ 14,833		\$ 17,977	\$ 11,695	\$ 35,000	\$ 40,000	\$ 40,453				
2014 Water Rate Sudy	\$ 156,857	PL02	B&W / Passantino / Mailing						\$ 15,033	\$ 47,178	\$ 16,163	\$ 57,643	\$ 11,281								
Annual Tank Maintenance Program	\$ 319,100	RCP03	Superior Tank Solutions					\$ 319,100												\$ 319,100	
Purchase of Radio-Read Meters	\$ 875,590	RCP01	Inland Waterworks											\$ 350,000	\$ 250,000	\$ 275,590					
Distribution SCADA Radio Upgrade	\$ 140,000	PRO07	Sage Designs and Aluma				\$ 81,819	\$ 25,000													
Dredging @ Lake Outlet Structure / Mech. Repairs	\$ 300,000	403-14	Cushman Contracting			\$ 235,289	\$ 7,596							\$ 57,115							
Security Improvement Project (Feasibility/Design)	\$ 58,730	400-14	Exante 360	\$ 6,509	\$ 13,220			\$ 5,828				\$ 2,132									
Replacement Fleet (1) 1/2-Ton and (3) 3/4-TON Trucks	\$ 190,000	RE02-RE05	DTI/TBD									\$ 48,749		\$ 143,751							
Website Development	\$ 24,000	N/A	Tripepi Smith					\$ 3,625	\$ 3,625	\$ 5,083											
docSTAR Smart Automation Project	\$ 75,000	PRO23	docSTAR					\$ 10,448	\$ 14,114		\$ 675			\$ 19,590							
Board Room Audio System Improvements	\$ 26,400	N/A	CWI Cal-West			\$ 13,200	\$ 6,600	\$ 6,600													
WIFI Installation and Testing	\$ 22,844	PRO24	AKINS IT					\$ 19,844	\$ 3,000												
Contractually Committed Project Payout Totals:	\$ 2,471,659			\$ 6,509	\$ 13,220	\$ 248,489	\$ 96,015	\$ 396,485	\$ 124,542	\$ 74,066	\$ 31,671	\$ 108,524	\$ 29,258	\$ 582,151	\$ 285,000	\$ 315,590	\$ 40,453	\$ -	\$ -	\$ 319,100	\$ -
Total Cumulative - Approved for Payment:				\$ 6,509	\$ 19,729	\$ 268,218	\$ 364,233	\$ 760,717	\$ 885,259	\$ 959,325	\$ 990,996	\$ 1,099,520	\$ 1,128,777	\$ 1,710,928							
Budgeted and Uncommitted Project Summary																					
Project Title	Budget Amount	Project No.	Payee	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
Well No. 20 Abandonment	\$ 20,000	RCP12	TBD												\$ 20,000						
Security Improvement Project (Construction)	\$ 141,270	400-14	TBD													\$ 25,000	\$ 75,000	\$ 75,000	\$ 25,000		
Installation of Radio-Read Meters	\$ 152,000	RCP02	TBD											\$ 40,000	\$ 80,000	\$ 40,000	\$ 32,000				
Booster Pump Replacement and Spare Parts	\$ 45,000	PRO01 & PRO02	TBD											\$ 45,000							
Acquisition of Tax Defaulted Property	\$ 50,000	NCC02	Los Angeles County												\$ 50,000						
GAC & Filter Entry Buildings	\$ 21,000	PRO05	TBD											\$ 10,500	\$ 10,500						
Budgeted and Uncommitted Project Payout Estimates:	\$ 429,270			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,500	\$ 160,500	\$ 65,000	\$ 107,000	\$ 75,000	\$ 25,000	\$ -	\$ -
Contractually Committed and Uncommitted Totals																					
Contractually Committed and Uncommitted Totals:	\$ 2,900,929			\$ 6,509	\$ 13,220	\$ 248,489	\$ 96,015	\$ 396,485	\$ 124,542	\$ 74,066	\$ 31,671	\$ 108,524	\$ 29,258	\$ 677,651	\$ 445,500	\$ 380,590	\$ 147,453	\$ 75,000	\$ 25,000	\$ 319,100	\$ -
Water Quality Fund Committed Contracts and Payout Schedule																					
Project Title	Contract Amount	Project No.	Payee	Jan-14	Feb-14	Mar-14	Apr-14	May-14	Jun-14	Jul-14	Aug-14	Sep-14	Oct-14	Nov-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15
GAC Replacement @ WTP	\$ 1,199,589	WQF-1	Calgon									\$ 300,438	\$ 298,604	\$ 300,000	\$ 300,000						
GAC Replacement @ Underground Booster Station	\$ 40,000	WQF-2	Siemens													\$ 40,000					
Water Quality Fund Totals:	\$ 1,239,589			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,438	\$ 298,604	\$ 300,000	\$ 300,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -

PWD WATER REVENUE BONDS - SERIES 2013A

Contractual Commitment Uncommitted Bond \$ Contractual Commitment Payout to Date



Project Commitment and Payout Summary

Project	Work Order No.	Description	Allocated Bond \$	Contractual Commitment	Payout to Date	Uncommitted Bond \$
Spec. 1204	603-12	Ave. Q - Q-3, Division and Sumac	\$725,000	\$765,085	\$765,085	(\$40,085)
Spec. 1201	606-11	20th, Puerta, Sweetbriar, and 22nd St. E.	\$1,450,000	\$1,445,270	\$1,327,923	\$4,730
Spec. 1205	605-12	Frontier, 31st St. E., etc. between Ave. Q and Q-4	\$1,200,000	\$0	\$0	\$1,200,000
Spec. 1207	607-12	10th St. E. between Ave. P and Palmdale Blvd.	\$1,400,000	\$1,255,008	\$329,378	\$144,992
LRDSR	501-04	Littlerock Sediment Removal (EIR/EIS/Permits)	\$975,000	\$515,925	\$283,377	\$459,075
LCGRRP	400-12	Littlerock Recharge and Recovery (Feasibility)	\$1,500,000	\$899,493	\$439,143	\$600,507
UAR	TBD	Upper Amargosa Recharge (Project Capacity)	\$1,250,000	\$1,250,000	\$38,402	\$0
Spec. 0905	601-09	15th St. E. between Ave. P and Ave. Q (Material Only)	\$0	\$260,611	\$260,611	(\$260,611)
Totals:			\$8,500,000	\$6,391,392	\$3,443,921	\$2,108,608

Project Payout Detail

Date	Project	Description	Invoice No.	Requisition No.	Payment Amount
Jul 8, 2013	WRB	Issuance Costs	N/A	2	\$ 24,815.84
Jul 9, 2013	Spec. 1204	BV Construction - Progress Payment #1	1	3	\$ 98,552.53
Jul 17, 2013	Spec. 1207	JT Eng. - Design Progress Payment	5187	4	\$ 9,108.00
Aug 5, 2013	Spec. 1204	BV Construction - Progress Payment #2	2	5	\$ 145,175.44
Sep 4, 2013	Spec. 1204	BV Construction - Progress Payment #3-4	3 and 4	6	\$ 167,790.43
Sep 30, 2013	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-01	7	\$ 18,499.60
Sep 30, 2013	Spec. 1204	BV Construction - Progress Payment #5	5	8	\$ 46,862.08
Oct 24, 2013	Spec. 1204	BV Construction - Progress Payment #6	6	9	\$ 51,052.05
Oct 24, 2013	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-02	10	\$ 8,410.32
Nov 7, 2013	Spec. 1204	BV Construction - Progress Payment #7	7	11	\$ 87,960.50
Dec 4, 2013	Spec. 1204	BV Construction - Progress Payment #8	8	12	\$ 70,650.08
Dec 4, 2013	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-03	13	\$ 11,054.97
Jan 2, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	78236	14	\$ 24,066.25
Jan 2, 2014	Spec. 1201	BV Construction - Progress Payment #1	1	14	\$ 29,925.00
Jan 2, 2014	Spec. 1204	BV Construction - Progress Payment #9	9	14	\$ 58,787.84
Jan 2, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-04	14	\$ 36,178.95
Jan 2, 2014	Spec. 1207	JT Eng. - Design Progress Payment	5200	14	\$ 9,518.00
Jan 21, 2014	Spec. 1201	BV Construction - Progress Payment #2 & #3	2 & 3	15	\$ 114,095.00
Feb 24, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-05	16	\$ 4,917.47
Feb 24, 2014	Spec. 1201	BV Construction - Progress Payment #4 & #5	4 & 5	16	\$ 131,743.15
Mar 3, 2014	Spec. 1204	BV Construction - Retention Payment	10	17	\$ 38,254.26
Mar 3, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	79010 & 80391	17	\$ 113,652.66
Mar 31, 2014	Spec. 1201	BV Construction - Progress Payment #6	6	18	\$ 126,834.50
Mar 31, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-06 and 07	18	\$ 17,080.04
Apr 16, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	78236	19	\$ 28,228.60
Apr 16, 2014	Spec. 1201	BV Construction - Progress Payment #7	7	19	\$ 252,741.80
May 15, 2014	Spec. 1201	BV Construction - Progress Payment #8	8	20	\$ 69,825.00
May 15, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-08	20	\$ 33,388.96
May 15, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	82422 & 80900	20	\$ 135,858.74
Jun 4, 2014	Spec. 1201	BV Construction - Progress Payment #9	9	21	\$ 67,260.00
Jun 4, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-09	21	\$ 31,845.93
Jun 30, 2014	Spec. 1201	BV Construction - Progress Payment #10	10	22	\$ 139,498.00
Jun 30, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	83735	23	\$ 30,172.21
Jun 30, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-10	23	\$ 10,672.32
Jul 21, 2014	Spec. 1201	BV Construction - Progress Payment #11	11	24	\$ 141,217.50
Jul 21, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	84147	24	\$ 26,431.83
Jul 21, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-11	24	\$ 6,274.20
Aug 19, 2014	Spec. 1201	BV Construction - Progress Payment #12	12	25	\$ 84,386.60
Aug 19, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-12	25	\$ 11,115.51
Sept 10, 2014	Spec. 1201	BV Construction - Progress Payment #13	13	26	\$ 47,654.85
Sept 10, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-13	26	\$ 37,715.30
Sept 29, 2014	Spec. 1201	BV Construction - Progress Payment #14	14	27	\$ 122,741.90
Sept 29, 2014	Spec. 0905	PWD - Reimbursement	N/A	27	\$ 260,611.31
Oct 14, 2014	Spec. 1207	Cedro Construction - Progress Payment #1	1	28	\$ 310,752.41
Oct 14, 2014	UAR	City of Palmdale - Recharge Project	PWD-2014	28	\$ 38,402.47
Oct 23, 2014	LRDSR	Aspen - EIR/EIS Progress Payment	1116.002-14	29	\$ 56,223.72
Oct 23, 2014	LCGRRP	Kennedy/Jenks - Progress Payment	87036	29	\$ 80,732.32

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE: November 6, 2014 **November 12, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Peter Thompson, Project Manager
VIA: Mr. Matthew Knudson, Assistant General Manager
Mr. Dennis LaMoreaux, General Manager
RE: ***AGENDA ITEM NO 7.4 - CONSIDERATION AND POSSIBLE ACTION ON
AWARD OF CONTRACT FOR THE CONSTRUCTION OF SPECIFICATION
NO. 1205 BEING THE WATER MAIN REPLACEMENT PROJECT IN 30th ST.
E., FRONTIER AVE., 31ST ST. E., GLENBUSH AVE., LEMS福德 AVE., 32ND
ST. E., AND POND AVE.***

Recommendation:

Staff recommends that the Board accept the request dated October 21, 2014 from Borden Excavating, Inc. to withdraw their bid due to a mathematical error in their bid and award a contract to Barnett VanDyne Construction, Inc. from Lancaster, CA in the not-to-exceed amount of \$1,250,476.00 for the construction of the water main abandonment and service reconnection in 30th St. E., Frontier Ave., 31st St. E., Glenbush Ave., Lemsford Ave., 32nd St. E., and Pond Ave. – Specification No. 1205.

The proposal submitted by Barnett VanDyne Construction, Inc. includes an option for the District to substitute the new water main material with PVC C-900 Pipe in lieu of Ductile Iron Pipe per the plans and specifications in certain portions of the project. This option will reduce the contract price by \$23,000, and the District will consider this option after the contract is awarded at the base price.

Financial Impact:

A portion of the proceeds of the Water Revenue Bonds, Series 2013A is expected to be used by the District to undertake certain improvements to the District's Water System, including the replacement of various water mains and the funding of certain studies and plans.

This project is identified as one of the projects that will be funded from the Water Revenue Bonds, Series 2013A proceeds, and the District earmarked \$1,200,000.00 of said proceeds for this project.

The following is an estimate of anticipated expenditures for Specification No. 1205:

Construction Contract:	\$ 1,250,476.00
Estimated Geotechnical (Soils Testing):	\$ 20,000.00
Estimated Surveying:	\$ 4,000.00
Advertising:	\$ 4,000.00
 Total Estimated Project Expenses:	 \$ 1,278,476.00

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

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

-2-

November 6, 2014

Background:

This project will consist of the installation and replacement of approximately 7,425 feet of 12" water main and 1,318 feet of 8" water main as well as appurtenances within the area bounded by 30th St. E., Pond Ave., Ave. Q, and Ave Q-4. The existing water main was originally constructed between 1953 and 1956 and has had numerous leaks over the past several years. The completion of this project will reduce the labor associated with repairing leaks within this area and will reduce the amount of water loss in the distribution system.

The following is an evaluation of the bid submitted by Barnett VanDyne Construction, Inc. This evaluation is based on the information submitted on the bid forms, including the bid amount, project references, contractor's and subcontractor's licenses, and insurance.

Barnett VanDyne Construction, Inc., located at P.O. Box 4279, Lancaster, CA 93539, holds a current and active Class A – General Engineering Contractor license. The contractor's state license number is 555781. This license was first issued on February 1, 1989. The license expiration date is February 28, 2015.

The total bid price in the bid proposal submitted by Barnett VanDyne Construction, Inc. is \$1,250,476.00. A bid bond in the amount of \$125,050.00, or 10 percent of the total bid price, was submitted with the bid proposal.

The criterion for responsibility pertains to whether the bidder is regularly engaged in this type of work and whether they can perform the work satisfactorily as promised. The contractor is required to provide performance and payment bonds to protect the District's interest.

Barnett VanDyne Construction, Inc., as the lowest responsive, responsible bidder, holds a valid workers compensation insurance policy (No. DTJUB6D543048) with Travelers Property Casualty Company of America. This policy is effective from October 1, 2013 to October 1, 2015.

The contractor's past performance record has been utilized to evaluate the general competency of the contractor for the performance of the work. To demonstrate the bidder's capability and experience of having completed similar projects successfully, the bid documents require that the contractor submit a list of all projects completed by the contractor during the last three years involving work of similar type and complexity. The contractor is required to have completed at least five projects of similar type and complexity and comparable value.

Barnett VanDyne Construction, Inc. has satisfactorily completed numerous water system improvement projects within the District including residential, commercial, relocation and repair. Barnett Vandyne Construction, Inc. has demonstrated a comprehensive grasp of the District's Standard Specifications for Water Distribution System Construction and works well with Engineering and Inspection Staff.

It is required that no less than 60 percent of the work be performed by the contractor's own forces without subcontracting. It appears that Barnett VanDyne Construction, Inc. will perform 91% of the work and meets the limitations on the subcontracting work.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

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

-3-

November 6, 2014

Responsiveness of the bid pertaining to compliance with the material terms of the bid documents has been reviewed.

Barnett VanDyne Construction, Inc., as the lowest responsible bidder, has met the criterion of providing the lowest bid price of qualified firms at \$1,250,476.00. The lowest qualified bid price is \$9,524.00, or 0.8 percent lower, than the next lowest bid.

Supporting Documents:

- Letter from Borden Excavating, Inc. requesting Bid to be withdrawn.
- Bid Results Summary
- Proposal Package from the Lowest Responsible Bidder
- Notice of Exemption (CEQA Compliance)

Strategic Plan Initiative

Strategic Initiative #3 – Infrastructure



October 21, 2014

Mr. Peter Thompson
Palmdale Water District
2029 E. Ave. Q
Palmdale, CA 93550

RE: Water Main Replacement in 30th St. E., Frontier Ave., 31st E., Glenbush Ave./ Lemssford Ave.,
32nd St. E., and Pond Ave.

Dear Mr. Thompson,

I'm writing you to inform you we have a mathematical error in our bid dated October 8th, and request it to be withdrawn.

Our bid program is made in Excel; it uses a series of sheets for labor, equipment, material, subcontractor, and project overhead. The mistake was in pipe material, the dollar amount was entered into the spreadsheet without the quantity, causing \$271,787.00 to be left out of the bid. After spending hours comparing pipe suppliers quotes and our final bid amount was very close to engineers estimate, so we didn't second-guess the bid.

We greatly appreciate your understanding and regret not having the opportunity of working with you on your project.

Respectfully,

A handwritten signature in dark ink that reads "Nathan McGrand".

Nathan McGrand
Chief Estimator
Borden Excavating, Inc.

Cc: Shaun Borden

Cc: Shawn Blume.

Password: material

VENDER 1

VENDER 2

TOTALS:							\$0.00		\$0.00	
COST ANALYSIS							HD SUPPLY			
BID ITEM	BID ITEM QTY	BID ITEM UNIT	SIZE	ITEM DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
3	1	LS	ALL	ALL PIPE AND FITTINGS		LS	\$251,655.00	\$0.00		\$0.00
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
ALL DUCTILE PIPE ETC				This is where the mistake happened. Quantity 1 should have been entered here. The program would have added sales tax to total \$271,787.00				\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
								\$0.00		\$0.00
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
BID ITEM TOTAL=							\$0.00		\$0.00	
PER BID ITEM=							\$0.00		\$0.00	
4	1	LS					\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
BASE PAVING & GRIND AND OVERLAY							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
							\$0.00		\$0.00	
BID ITEM TOTAL=							\$0.00		\$0.00	
PER BID ITEM=							\$0.00		\$0.00	

This is where the mistake happened. Quantity 1 should have been entered here. The program would have added sales tax to total \$271,787.00

This is the sheet we made to compare quotes

SIZE DESCRIPTION	TOTAL	Column1	Column2	Column3	Column4	Column5	Column6
6 FL X MJ GATE VALVE	15 \$	656.37	\$ 9,845.55	\$ 755.00	\$ 11,325.00	\$ 697.93	\$ 10,468.95
6 FL GATE VALVE	1 \$	674.21	\$ 674.21	\$ 784.00	\$ 784.00	\$ 724.77	\$ 724.77
6 RING GASKETS	47 \$	2.90	\$ 136.30	\$ 3.54	\$ 166.38	\$ 2.60	\$ 122.20
6 BOLT KIT	47 \$	5.52	\$ 259.44	\$ 5.63	\$ 264.61	\$ 9.46	\$ 444.62
6 MEGA LUG	39 \$	36.11	\$ 1,408.29	\$ 36.00	\$ 1,404.00	\$ 35.83	\$ 1,397.37
6 BELL HARNESS	6 \$	41.49	\$ 248.94	\$ 50.00	\$ 300.00	\$ 50.00	\$ 300.00
6 DUCTILE IRON PIPE	292 \$	14.81	\$ 4,324.52	\$ 11.10	\$ 3,241.20	\$ 15.00	\$ 4,380.00
6 FL X MJ 90 DEGREE E	15 \$	66.00	\$ 990.00	\$ -	\$ -	\$ -	\$ -
6 4' SPOOL FL X FL	15 \$	219.60	\$ 3,294.00	\$ 206.00	\$ 3,090.00	\$ 198.45	\$ 2,976.75
6 FIRE HYDRANT HEAD	15 \$	1,129.37	\$ 16,940.55	\$ 1,180.00	\$ 17,700.00	\$ 1,914.67	\$ 28,720.05
6 BLIND FLANGE	1 \$	50.00	\$ 50.00	\$ 50.00	\$ 50.00	\$ 42.77	\$ 42.77
6 INSOLATING KIT	2 \$	32.03	\$ 64.06	\$ 22.50	\$ 45.00	\$ 27.64	\$ 55.28
6 ISO BOLT KIT	2 \$	7.21	\$ 14.42	\$ 8.00	\$ 16.00	\$ 8.00	\$ 16.00
6 10 GAGE CLMC PIPE	6 \$	19.95	\$ 119.70	\$ 21.88	\$ 131.28	\$ 72.92	\$ 437.52
6 WELD ON FLANGE	3 \$	20.49	\$ 61.47	\$ 26.25	\$ 78.75	\$ 32.61	\$ 97.83
6 MJ SLEEVE	1 \$	50.00	\$ 50.00	\$ 57.20	\$ 57.20	\$ 60.00	\$ 60.00
8 SCH 40 PVC	100 \$	4.65	\$ 465.00	\$ 6.72	\$ 672.00	\$ 6.02	\$ 602.00
8 RING GASKETS	7 \$	3.42	\$ 23.94	\$ 4.73	\$ 33.11	\$ 3.44	\$ 24.08
8 BOLT KIT	7 \$	7.21	\$ 50.47	\$ 5.63	\$ 39.41	\$ 9.46	\$ 66.22
8 FL GATE VALVE	1 \$	1,053.58	\$ 1,053.58	\$ 1,220.00	\$ 1,220.00	\$ 1,132.59	\$ 1,132.59
8 BLIND FLANGE	1 \$	50.00	\$ 50.00	\$ 84.00	\$ 84.00	\$ 71.40	\$ 71.40
8 INSOLATING KIT	5 \$	35.39	\$ 176.95	\$ 36.80	\$ 184.00	\$ 38.25	\$ 191.25
8 ISO BOLT KIT	5 \$	7.21	\$ 36.05	\$ 8.00	\$ 40.00	\$ 8.00	\$ 40.00
8 10 GAGE CLMC PIPE	6 \$	20.81	\$ 124.86	\$ 18.93	\$ 113.58	\$ 83.34	\$ 500.04
8 WELD ON FLANGE	3 \$	42.24	\$ 126.72	\$ 41.25	\$ 123.75	\$ 49.88	\$ 149.64
8 MJ GATE VALVE	4 \$	1,045.53	\$ 4,182.12	\$ 1,220.00	\$ 4,880.00	\$ 1,111.59	\$ 4,446.36
8 MEGA LUG	61 \$	49.85	\$ 3,040.85	\$ 50.00	\$ 3,050.00	\$ 48.63	\$ 2,966.43
8 TEST PLATE	6 \$	44.10	\$ 264.60	\$ 43.00	\$ 258.00	\$ 51.20	\$ 307.20
8 MJ SLEEVE	11 \$	78.46	\$ 863.06	\$ 93.00	\$ 1,023.00	\$ 84.00	\$ 924.00
8 45 DEGREE BEND	2 \$	70.00	\$ 140.00	\$ 70.00	\$ 140.00	\$ 67.20	\$ 134.40
8 DUCTILE IRON PIPE	7426 \$	17.55	\$ 130,326.30	\$ 14.46	\$ 107,379.96	\$ 13.68	\$ 101,587.68

8 FL X MJ ADAPTER	4	\$	77.00	\$	308.00	\$	77.00	\$	308.00	\$	69.18	\$	276.72
12 DUCTILE IRON PIPE	1312	\$	27.65	\$	36,276.80	\$	24.01	\$	31,501.12	\$	22.63	\$	29,690.56
12 INSOLATING KIT	1	\$	67.08	\$	67.08	\$	73.06	\$	73.06	\$	73.06	\$	73.06
12 ISO BOLT KIT	1	\$	52.15	\$	52.15	\$	15.53	\$	15.53	\$	25.00	\$	25.00
12 FL BUTTERFLY VALVE	2	\$	1,089.38	\$	2,178.76	\$	988.00	\$	1,976.00	\$	1,020.78	\$	2,041.56
12 FL X MJ ADAPTER	4	\$	147.24	\$	588.96	\$	171.00	\$	684.00	\$	154.16	\$	616.64
12 TEST PLATE	1	\$	63.00	\$	63.00	\$	58.82	\$	58.82	\$	73.20	\$	73.20
12 MEGA LUG	18	\$	97.56	\$	1,756.08	\$	95.00	\$	1,710.00	\$	93.14	\$	1,676.52
12 45 DEGREE BEND	2	\$	137.08	\$	274.16	\$	163.00	\$	326.00	\$	146.75	\$	293.50
12 RING GASKETS	3	\$	6.61	\$	19.83	\$	9.54	\$	28.62	\$	6.98	\$	20.94
12 BOLT KIT	3	\$	13.39	\$	40.17	\$	13.31	\$	39.93	\$	22.36	\$	67.08
12 MJ SLEEVE	1	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	100.00	\$	100.00
- CI LID	25	\$	19.80	\$	495.00	\$	20.00	\$	500.00	\$	20.08	\$	502.00
- GALV TOP SECTION	25	\$	14.36	\$	359.00	\$	11.00	\$	275.00	\$	8.87	\$	221.75
- METER BOX BODY	262	\$	12.21	\$	3,199.02	\$	10.88	\$	2,850.56	\$	11.18	\$	2,929.16
- METER BOX READINC	262	\$	3.63	\$	951.06	\$	7.24	\$	1,896.88	\$	3.34	\$	875.08
- METER BOX 2 PIECE	262	\$	8.58	\$	2,247.96	\$	3.24	\$	848.88	\$	7.85	\$	2,056.70
12X6 MJ X FL TEE	3	\$	206.31	\$	618.93	\$	245.00	\$	735.00	\$	220.87	\$	662.61
12X8 MJ X FL TEE	1	\$	435.09	\$	435.09	\$	272.00	\$	272.00	\$	245.08	\$	245.08
3/4 CORP STOP	262	\$	37.63	\$	9,859.06	\$	37.27	\$	9,764.74	\$	24.90	\$	6,523.80
3/4 TYPE K COPPER	5790	\$	4.25	\$	24,607.50	\$	3.85	\$	22,291.50	\$	3.87	\$	22,407.30
3/4 ANGLE METER VALVE	262	\$	61.15	\$	16,021.30	\$	58.60	\$	15,353.20	\$	48.30	\$	12,654.60
3/4 METER COUPLING	262	\$	57.75	\$	15,130.50	\$	44.39	\$	11,630.18	\$	9.94	\$	2,604.28
8X6 MJ X FL TEE	13	\$	107.08	\$	1,392.04	\$	127.00	\$	1,651.00	\$	114.64	\$	1,490.32
8X6 MJ X FL REDUCER	1	\$	75.00	\$	75.00	\$	75.00	\$	75.00	\$	140.33	\$	140.33
				\$ 296,522.40						\$ 262,859.25		\$ 251,655.19	

PALMDALE WATER DISTRICT SPECIFICATION NO. 1205 BID RESULTS SUMMARY

WATER MAIN REPLACEMENT IN 30TH ST. E., FRONTIER AVE., 31ST ST. E., GLENBUSH AVE., LEMS FORD AVE., 32ND ST. E., AND POND AVE.

BIDDER	STATUS	RAW	MOB	SHT/SHORE	PIPE	PAVING	ALL OTHER	G&C PAVE	PVC	5% LOCAL	ADJUSTED
		LUMP SUM BID AMOUNT							DEDUCT	BIDDER REDUCTION	LUMP SUM BID AMOUNT
BORDEN EXCAVATING, INC.	NON-LOCAL	\$1,105,555.00	\$19,555.00	\$1,000.00	\$880,000.00	\$200,000.00	\$1,000.00	\$4,000.00			\$1,105,555.00
B.V. CONSTRUCTION, INC.	LOCAL	\$1,250,476.00	\$22,150.00	\$426.00	\$890,974.00	\$256,181.00	\$76,245.00	\$4,500.00	\$23,000.00	\$62,523.80	\$1,187,952.20
HIGH DESERT CONTRACTORS, INC.	LOCAL	\$1,260,000.00	\$28,400.00	\$8,000.00	\$945,100.00	\$230,000.00	\$41,000.00	\$7,500.00		\$63,000.00	\$1,197,000.00
UTAH PACIFIC CONSTRUCTION COMPANY	NON-LOCAL	\$1,355,000.00	\$118,000.00	\$6,000.00	\$936,000.00	\$208,000.00	\$81,000.00	\$6,000.00			\$1,355,000.00
WILLIAMS PIPELINE CONTRACTORS, INC.	NON-LOCAL	\$1,436,521.00	\$30,000.00	\$15,000.00	\$1,066,666.00	\$275,555.00	\$39,300.00	\$10,000.00			\$1,436,521.00
SULLY-MILLER CONTRACTING CO,	NON-LOCAL	\$1,468,180.00	\$34,800.00	\$17,000.00	\$1,054,075.00	\$307,555.00	\$35,450.00	\$19,300.00			\$1,468,180.00
CHRISTENSEN BROTHERS GEN. ENG., INC.	NON-LOCAL	\$1,579,725.00	\$28,000.00	\$4,900.00	\$1,145,226.00	\$370,000.00	\$26,000.00	\$5,600.00	\$6,500.00		\$1,579,725.00
VIDO SAMARZICH, INC.	NON-LOCAL	\$1,590,000.00	\$85,000.00	\$6,000.00	\$1,095,000.00	\$400,000.00	\$10,000.00	\$14,000.00			\$1,590,000.00
TEJON CONSTRUCTORS, INC.	LOCAL	\$1,744,321.00	\$60,000.00	\$20,000.00	\$1,306,921.00	\$270,400.00	\$80,000.00	\$7,000.00		\$87,216.05	\$1,657,104.95
STEPHEN DORECK EQUIPMENT RENTALS, INC.	NON-LOCAL	\$1,769,578.00	\$108,710.00	\$8,250.00	\$1,156,723.00	\$489,795.00	\$100.00	\$6,000.00			\$1,769,578.00
DOWNING CONSTRUCTION, INC.	NON-LOCAL	\$1,793,516.00	\$68,627.00	\$8,743.00	\$1,350,146.00	\$350,000.00	\$10,000.00	\$6,000.00			\$1,793,516.00
J A SALAZAR CONSTRUCTION AND SUPPLY CORP.	NON-LOCAL	\$2,056,000.00	\$50,000.00	\$45,000.00	\$1,403,000.00	\$450,000.00	\$100,000.00	\$8,000.00			\$2,056,000.00

PROPOSAL

BIDDER'S DECLARATION

Gentlepersons:

The undersigned hereby proposes to perform all work for which a contract may be awarded them and to furnish any and all plant, labor, services, material, tools, equipment, supplies, transportation, utilities, and all other items and facilities necessary therefor as provided in the Contract Documents, and to do everything required therein for the construction of the Water Main Replacement as specifically set forth in documents entitled "Specification No. 1205 – Construction of the Water Main Replacement in 30th St. E., Frontier Ave., 31st St. E., Glenbush Ave., Lemsford Ave., 32nd St. E., and Pond Ave." together with addenda thereto, all as set forth on the drawings and in the specifications and other Contract Documents (hereinafter the "Work"); and they further propose and agree that, if this Proposal is accepted, they will contract in the form and manner stipulated to perform all the Work called for by drawings, specifications, and other Contract Documents, and to complete all such Work in strict conformity therewith within the time limits set forth therein, and that they will accept as full payment therefor the prices set forth in the Bid Sheet(s) forming a part hereof.

(check one)

- ☐ Cash
- ☐ Cashiers check
- ☐ Certified check
- ☒ Bid Bond

properly made payable to Palmdale Water District, hereinafter designated as the Owner, for the sum of \$ 125,050.00, which amount is not less than 10 percent of the total amount of this bid, as provided in Section N-9 of the Notice Inviting Bids, is attached hereto and is given as a guarantee that the undersigned will execute the Agreement and furnish the required bonds and insurance if awarded the contract and, in case of failure to do so within the time provided, the

(check one)

- ☐ cash shall be retained as liquidated damages by the Owner
- ☐ proceeds of said check shall be retained as liquidated damages by the Owner
- ☒ Surety's liability to the Owner for the face amount of the Bond shall be considered as established.

It is understood and agreed that:

1. The undersigned has carefully examined all the Contract Documents, as defined in Section N-12 of the Notice Inviting Bids, including, but not limited to, the bid quantities, any specifications regarding materials to be used, the contract provisions relating to payment for extra work and the procedures for seeking extensions of time;

2. The undersigned, by investigation at the site of the work, by review of any records available for inspection at the offices of utilities in the area affected by the Work, at any applicable public works departments, and otherwise, is satisfied as to the nature and location of the work and is fully informed as to all conditions and matters which can in any way affect the work or the cost thereof, including the location of all underground facilities in the area affected by the Work;

3. The undersigned fully understands the scope of the Work and has checked carefully all words and figures inserted in this Proposal and further understands that the Owner will in no way be responsible for any errors or omissions in the preparation of this Proposal;

4. The undersigned will execute the Agreement and furnish the required Performance and Payment Bonds and proof of insurance coverage within ten (10) days (not including Sundays and holidays) after Owner's notice of acceptance of this Proposal; and further, that, unless otherwise specified in the Special provisions, this Proposal may not be withdrawn for a period of sixty (60) days after the date set for the opening thereof, notwithstanding the award of contract to another bidder. If the undersigned bidder withdraws this Proposal within said period, said bidder shall be liable under the provisions of the Bid Security, or said bidder and their surety shall be liable under the Bid Bond, as the case may be.

5. The undersigned hereby certifies that this Proposal is genuine and not sham or collusive or made in the interest or in behalf of any person not herein named, and the undersigned has not directly or indirectly induced or solicited any other bidder to put in a sham bid, or any other person, firm, or corporation to refrain from bidding; the undersigned has not in any manner sought by collusion to secure for themselves an advantage over any other bidder.

6. In conformance with current statutory requirement of the Labor Code of the State of California, the undersigned certifies as follows:

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

NOW, in compliance with the Notice Inviting Bids and all the provisions hereinbefore stipulated, the undersigned, with full cognizance thereof, hereby proposes to perform the entire work for the prices set forth in the attached Bid Sheet(s) upon which award of contract will be made.

The undersigned bidder declares that the license held by them is theirs, is current and valid, and is in a classification appropriate to the work to be undertaken.

The undersigned declares under penalty of perjury under the laws of the State of California that the foregoing is true and correct. Executed at PALMDALE, California.

Dated SEPT. 10 20 14

Bidder: BARNETT VANDYNE CONSTRUCTION INC.

By: [Signature] HELEN BARNETT

Title: PRES/RMO

Bidder's post-office address:

P.O. BOX 4270

LAWCASTER, CA. 93539

Telephone No.: 661-948-8764

Facsimile No.: 661-722-4054

Corporation organized under the laws of the State of CALIF.

Contractor's License(s): 555781

Expiration Dates: FEB. 28, 2015

Surety or sureties:

NORTH AMERICAN SPECIALTY
INSURANCE COMPANY

CONTRACTORS ARE REQUIRED BY LAW TO BE LICENSED AND REGULATED BY THE CONTRACTORS' STATE LICENSE BOARD WHICH HAS JURISDICTION TO INVESTIGATE COMPLAINTS AGAINST CONTRACTORS IF A COMPLAINT IS FILED WITHIN THREE YEARS OF THE DATE OF THE ALLEGED VIOLATION. ANY QUESTIONS CONCERNING A CONTRACTOR MAY BE REFERRED TO THE REGISTRAR, CONTRACTORS' STATE LICENSE BOARD, P.O. BOX 26000, SACRAMENTO, CALIFORNIA 95826.

BID SCHEDULE

Schedule of Prices for Construction of
Water Main Replacement in 30th St. E., Frontier Ave., 31st St. E., Glenbush Ave., Lemsford
Ave., 32nd St. E., and Pond Ave.
for
Palmdale Water District

Item	Description	Quantity	Unit	Unit Price	Item Amount
1	Mobilization	1	LS		\$ 22,150. ⁰⁰
2	Sheeting, shoring, and bracing for all work indicated.	1	LS		\$ 426. ⁰⁰
3	Construct ductile iron pipe water pipeline, including bedding, backfill, and appurtenances	1	LS		\$ 890,974. ⁰⁰
4	Base paving and finish paving	1	LS		\$ 256,181. ⁰⁰
5	All other work indicated not included in items 1 through 4 above	1	LS		\$ 76,245. ⁰⁰
6	Grind and cap pave approx. 2,000 Sq. Ft. of existing leak repair patches	2,000	SF	\$ 2. ²⁵	\$ 4,500. ⁰⁰

Total \$ 1,250,476.⁰⁰

INFORMATION REQUIRED OF BIDDER

EQUIPMENT/MATERIAL SOURCE INFORMATION

The bidder shall indicate opposite each item of equipment or material listed below, the name of the manufacturer or supplier of the equipment or material proposed to be furnished under the bid. **Failure to comply with this requirement will render the proposal informal and may cause its rejection.** Awarding of a contract under this bid will not imply approval by the Owner of the manufacturers or suppliers listed by the bidder. No substitution will be permitted after award of contract unless equipment or material of the listed manufacturer or supplier cannot meet the specifications.

<u>Specification</u>	<u>Equipment/Material</u>	<u>Manufacturer/Supplier</u>
<u>1201</u>	<u>FITTINGS/ PIPE</u>	<u>HD Supply / PACIFIC STATES</u>

LIST OF PROPOSED SUBSTITUTIONS

The Bidder may name a proposed substitute manufacturer with an add or deduct amount which will be considered after award. The Contract award, if any, will be on Base Bid amounts.

<u>Spec Section</u>	<u>Equipment & Manufacturer</u>	<u>Add</u>	<u>Deduct</u>
<u>2-05</u>	<u>P.V.C PIPE</u>	\$ _____	\$ <u>23,000.⁰⁰</u>
_____	_____	\$ _____	\$ _____

INFORMATION REQUIRED OF BIDDER

SITE INSPECTION AND UNDERGROUND UTILITIES REVIEW -- Describe when, by whom, and in what manner (a) the site for this proposed work was inspected and (b) records of local utility providers were reviewed on behalf of the bidder (NOTE: Failure to demonstrate diligent effort in ascertaining local conditions which may affect the Work will render this Proposal informal or nonresponsive and may result in its rejection):

BRENT BARNETT & FRANK BARNETT HAVE
REVIEWED THE PROJECT SITE MULTIPLE TIMES!

COMPARABLE PROJECT EXPERIENCE -- In accordance with Section I-5 of the Instructions to Bidders, describe at least five (5) comparable projects completed by bidder within past thirty-six (36) month period, including dates completed, location of work, size of project in dollars, names, addresses, and phone numbers of persons in charge of project construction, and the name and address of the public agency or firm for whom the project was constructed (NOTE: Failure to include at least five (5) jobs similar in size and scope to that contemplated under the Contract Documents will render this Proposal informal or non-responsive and may result in its rejection):

PLEASE SEE ATTACHED SHEETS



**GENERAL ENGINEERING / GENERAL BUILDING / ENVIRONMENTAL
CALIF. LIC. NO. 555781**

EXHIBIT A

LIST OF COMPLETED CONTRACTS

- OWNER: LITTLEROCK CREEK
IRRIGATION DISTRICT
PROJECT LOCATION: LITLEROCK CALIF
TYPE OF PROJECT: WATER MAIN
CONTACT PERSON: BRAD BONES
TELEPHONE: (805) 944-2015
- OWNER : EASTERN MUNICIPAL WATER
DISTRICT
PROJECT LOCATION: HEMET CALIF.
TYPE OF PROJECT: MOUNTAIN VIEW
ESTATES WATER SYSTEM
CONTACT PERSON: DEAN WETTER
TELEPHONE: (909) 928-3777 (X 4465)
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: BIG ROCK CREEK
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: DATE AVE.
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
- OWNER: CHINA LAKE NAVAL
WEAPONS STATION
PROJECT LOCATION: CHINA LAKE
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN WHITE
TELEPHONE: (619) 939-3297
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: DESERT VIEW
HIGHLANDS
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: SUN VILLAGE
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
- EPIC DEVELOPMENT
10117 SEPULVEDA AVE.
MISSION HILLS, CALIF. 91345
PROJECT LOCATION: ROSAMOND, CA.
TYPE OF PROJECT:
MODIFY RETENTION BASINS
(818) 894-5147 / (818) 894-9520 FAX.
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: ROCK CREEK
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: WILSONA
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
- OWNER : EASTERN MUNICIPAL WATER
DISTRICT
PROJECT LOCATION: HEMET CALIF.
TYPE OF PROJECT: MOUNTAIN VIEW
ESTATES WATER SYSTEM
CONTACT PERSON: DEAN WETTER
TELEPHONE: (909) 928-3777 (X 4465)

APPROX. = \$ 624,562.00 / JULY 1998

**P.O. BOX 4270, LANCASTER, CALIF. 93539
(661) 948-8764 (661) 722-4054 FAX.
bvconstruction.inc@earthlink.net**



**GENERAL ENGINEERING / GENERAL BUILDING / ENVIRONMENTAL
CALIF. LIC. NO. 555781**

**EXHIBIT A / CLARIFICATION
SAMPLE LIST OF A VARIETY OF
COMPLETED CONTRACTS
LARGE & SMALL**

- OWNER: LITTLEROCK CREEK
IRRIGATION DISTRICT
PROJECT LOCATION: LITLEROCK CALIF
TYPE OF PROJECT: WATER MAIN
CONTACT PERSON: BRAD BONES
TELEPHONE: (661) 944-2015

APPROX. = \$ 325,926.00

- OWNER: EAST KERN AIRPORT DIST.
PROJECT LOCATION: MOJAVE, CALIF.
TYPE OF PROJECT: TRANSMISSION
MAIN (WATER)
CONTACT PERSON: TOM WEIL
TELEPHONE: (661) 824-2433

APPROX. = \$ 703,194.00 / APRIL 2008

- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: BIG ROCK CREEK
TYPE OF PROJECT: MAIN
TRANSMISSION VALVE REPLACEMENT
CONTACT PERSON: JAMES H. CATHEY
TELEPHONE: (626) 458-3147

APPROX. = \$ 350,400.00 / APRIL 2005

- OWNER: CITY OF BAKERSFIELD
PROJECT LOCATION: BAKERSFIELD
TYPE OF PROJECT: WATER MAINS
CONTACT PERSON: FLORN CORE
TELEPHONE: (661) 326-3715

APPROX. = \$ 466,127.

- OWNER: PALMDALE WATER DISTRICT
PROJECT LOCATION: PALMDALE, CA.
TYPE OF PROJECT: WATER RE-MAINS
CONTACT PERSON: MATHEW
KNUDSON / PETER THOMPSON
TELEPHONE: (661) 947-4111

APPROX. = \$ 850,000.00 / DEC. 2008

**FOR ADDITIONAL INFORMATION FOR
MORE COMPLETED PROJECTS, PLEASE
CALL.**

- OWNER: VENTURA COUNTY
PROJECT LOCATION: VENTURA, CA.
TYPE OF PROJECT: WATER RE-MAINS
CONTACT PERSON: REBBY PAKALA
TELEPHONE: (805) 584-4830

APPROX. = \$ 1,137,805.00 / JUNE-2007

- OWNER: PALMDALE WATER DISTRICT
PROJECT LOCATION: PALMDALE, CA.
TYPE OF PROJECT: METERS REPLACED
CONTACT PERSON: MATHEW
KNUDSON / PETER THOMPSON
TELEPHONE: (661) 947-4111

APPROX. = \$ 857,000.00 / DEC. 2010

- OWNER: PALMDALE WATER DISTRICT
PROJECT LOCATION: PALMDALE, CA.
TYPE OF PROJECT: WATER RE-MAINS
CONTACT PERSON: MATHEW
KNUDSON / PETER THOMPSON
TELEPHONE: (661) 947-4111

APPROX. = \$ 650,000.00 / MAY. 2011

- OWNER: PALMDALE WATER DISTRICT
PROJECT LOCATION: PALMDALE, CA.
TYPE OF PROJECT: WATER REMAIN
CONTACT PERSON: MATHEW
KNUDSON / PETER THOMPSON
TELEPHONE: (661) 947-4111

APPROX. = \$ 800,000.00 / JAN. 2009

- OWNER: CITY OF PALMDALE
PROJECT LOCATION: PALMDALE, CA.
TYPE OF PROJECT: WATER MAIN
CONTACT PERSON: MR. NAVERETTE
TELEPHONE: (661) 947-

APPROX. = \$ 250,000.00

**P.O. BOX 4270, LANCASTER, CALIF. 93539
(661) 948-8764 (661) 722-4054 FAX.
bvconstruction.inc@earthlink.net**



**GENERAL ENGINEERING / GENERAL BUILDING / ENVIRONMENTAL
CALIF. LIC. NO. 555781**

EXHIBIT B
WATER REMAIN PROJECTS ONLY

**PARTIAL LIST OF COMPLETED WATER
RE-MAIN ONLY CONTRACTS**

- OWNER: LITTLEROCK CREEK
IRRIGATION DISTRICT
PROJECT LOCATION: LITLEROCK CALIF
TYPE OF PROJECT: WATER REMAIN-
HWY 138
CONTACT PERSON: BRAD BONES
TELEPHONE: (661) 944-2015
- OWNER: UNITED WATER
CONSERVATION DISTRICT
PROJECT LOCATION: LAKE PIRU
TYPE OF PROJECT: BARGE / WATER
TREATMENT AND PUMP STATION
CONTACT PERSON: JIM GRIISHAM
TELEPHONE: (805) 525-4431
APPROX. = \$ 750,000.00
- OWNER: L.A. COUNTY WATER
PROJECT LOCATION: BIG ROCK CREEK
TYPE OF PROJECT: WATER REMAINS
PROJECTS = 4= LAKE LA / LITTLEROCK
CREEK/ DESERT VIEW HIGHLANDS/
ROCK CREEK / DATE AVE.
CONTACT PERSON: DAN JONES
TELEPHONE: (805) 940-5456
APPROX. = \$ 350,400.00 TO \$900,000.00
- OWNER: PALMDALE WATER DISTRICT
PROJECT LOCATION: PALMDALE, CA.
TYPE OF PROJECT: WATER RE-MAINS
CONTACT PERSON: MATHEW
KNUDSON / PETER THOMPSON
TELEPHONE: (661) 947-4111
APPROX. = \$ 850,000.00 / DEC. 2008
APPROX. = \$ 800,000.00 / JAN. 2009
APPROX. = \$ 638,000.00 / MAY. 2005
APPROX. = \$ 700,000.00 / MAY. 2010
APPROX. = \$ 500,000.00 / JULY. 2011
APPROX. = \$ 900,000.00 / APRIL. 2013
APPROX. = \$ 1,300,000.00 / JUNE-JULY 2014
- OWNER: VENTURA COUNTY
PROJECT LOCATION: VENTURA, CA.
TYPE OF PROJECT: WATER RE-MAINS
CONTACT PERSON: REBBY PAKALA
TELEPHONE: (805) 584-4830
APPROX. = \$ 1,137,805.00 / JUNE-2007

P.O. BOX 4270, LANCASTER, CALIF. 93539
(661) 948-8764 (661) 722-4054 FAX.
bvconstruction.inc@earthlink.net

CONTRACTOR'S LICENSING STATEMENT

The undersigned is licensed in accordance with the laws of the State of California providing for the registration of Contractors.

Contractor's License Number(s), Type(s) and Expiration Date(s): 555781 -

A-GEN ENG / B-GEN BUILDING-HR

Expiration Date: FEB 28, 2015

Name of Individual Contractor (print or type): N/A

Signature of Owner: _____

Business Address: _____

or

Name of Partnership or Firm: N/A

Business Address: _____

Signature, name, title and address of partners signing on behalf of the partnership:

Signed: _____ Name: _____

Title: _____ Address: _____

Signed: _____ Name: _____

Title: _____ Address: _____

Signed: _____ Name: _____

Title: _____ Address: 41853 27TH ST. WEST. PALMDALE, CA 93551

dba: B.N. CONSTRUCTION (INC.)
Name of Corporation: BARNETT VANDYNE CONSTRUCTION INC

Business Address: P.O. BOX 4270, LAWCASTER, CA 93539

Corporation organized under the laws of the State of CALIFORNIA

SEAL

Franklin H Barnett

FRANKLIN H. BARNETT
Signature of Secretary of Corporation

NOTE: CURRENT COPIES OF ALL APPLICABLE LICENSES MUST BE ATTACHED TO THIS PROPOSAL.



State Of California
CONTRACTORS STATE LICENSE BOARD
ACTIVE LICENSE



License Number

555781

Entity **CORP**

Business Name

**BARNETT-VAN DYNE
CONSTRUCTION INC DBA B V
CONSTRUCTION**

Classification(s)

A B HAZ

Expiration Date

02/28/2015

www.cslb.ca.gov



Any change of business address/name must be reported to the Registrar within 90 days.

This license is not transferrable, and shall be returned to the Registrar upon demand when suspended, revoked, or invalidated for any reason. This pocket card is valid through the expiration date only.

If found, drop in any mailbox.
Postage guaranteed by:
Contractors State License Board
P.O. Box 26000, Sacramento CA 95826

Licensee Signature

LIST OF SUBCONTRACTORS

The bidder is required to furnish the following information in accordance with the provisions of Sections 4100 to 4114, inclusive, of the Public Contract Code of the State of California.

Subcontractors must be listed if they will provide work, labor or service in an amount in excess of one-half (1/2) of one percent (1%) of the total bid.

THAT PORTION OF THE WORK TO BE PERFORMED BY SUBCONTRACTORS SHALL, IN THE AGGREGATE, NOT EXCEED 40% OF ALL WORK PERFORMED, BASED UPON THE TOTAL DOLLAR VALUE OF THE WORK.

Subcontractor	License No. & Type	Main Office Address	% of Total Dollar Value Work	Description of Subcontract
BC RINCON	775327	SOMIS, CA.	9%	PAVING

(NOTE: THE FOLLOWING FORM SHALL BE USED IN CASE CHECK OR CASH ACCOMPANIES BID.)

BID SECURITY FORM

(Check or Cash to Accompany Bid)

THIS FORM
NOT
APPLICABLE

Accompanying this Proposal is

(check one)

- ☐ Cash
- ☐ Certified check payable to the order of Palmdale Water District ("Owner")
- ☐ Cashier's check payable to the order of Palmdale Water District ("Owner")

in the amount of \$_____, this amount being not less than ten percent (10%) of the total amount of the bid (hereinafter referred to as "Bid Security").

The Bid Security shall become the property of the Owner provided this Proposal is accepted by the Owner through action of its legally constituted contracting authorities and the undersigned shall fail to execute a contract and furnish the required Performance and Payment Bonds, proof of insurance coverage, and other information requested and set forth in the Instructions to Bidders within the time set forth in the Contract Documents; otherwise, the Bid Security shall be returned to the undersigned. The Bid Security shall also become the property of the Owner if the undersigned withdraws their bid within forty-five (45) days after the date set for bid opening, and notwithstanding the award of the contract to another bidder.

BARNETT VAN DYKE CONSTRUCTION INC.
dba B.V. CONSTRUCTION INC.

BIDDER

(NOTE: IF THE BIDDER DESIRES TO USE A BOND INSTEAD OF CHECK OR CASH, THE BID BOND FORM ON THE FOLLOWING PAGES SHALL BE EXECUTED -- THE SUM OF THIS BOND SHALL BE NOT LESS THAN 10 PERCENT OF THE TOTAL AMOUNT OF THE BID.)

MANDATORY FORM

(NOTE: THE FOLLOWING FORM SHALL BE USED WHERE THE BIDDER DESIRES TO FURNISH A BOND INSTEAD OF CHECK OR CASH.)

BID SECURITY FORM

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That we, Barnett VanDyne Construction, Inc. dba B.V. Construction as principal and North American Specialty Insurance Company as surety, are held and firmly bound unto Palmdale Water District (hereinafter "Owner,") in the sum of \$ 125,050.⁰⁶ to be paid to the Owner, its successors, and assigns, for which payment, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the certain Proposal of the above Principal for construction of Water Main Replacements as specifically set forth in documents entitled Water Main Replacement in 30th St. E., Frontier Ave., 31st St. E., Glenbush Ave., Lemsford Ave., 32nd St E., and Pond Ave. in Palmdale, California; Specification No. 1205 all in accordance with the Contract Documents, including specifications and drawings on file at the offices of the Owner, is not withdrawn within the period of 45 days after the date set for the opening of bids or as otherwise provided in the Special Provisions, notwithstanding the award of the contract to another bidder, and that if said Proposal is accepted by the Owner through action of its legally constituted contracting authorities and if the above bound principal, its heirs, executors, administrators, successors and assigns, shall duly enter into and execute a contract for

MANDATORY FORM

such construction and shall execute and deliver the required Performance and Payment Bonds and proof of insurance coverage within ten (10) days (not including Sundays and holidays) after the date of notifications by and from said Owner, then this obligation shall become null and void, otherwise it shall be and remain in full force and effect.


IN WITNESS WHEREOF, we hereunto set our hands and seals this 20
day of August, 20 14

Barnett VanDyne Construction, Inc.
dba B.V. Construction

(Principal)

(SEAL)


By


HELEN BARNETT

North American Specialty Insurance Company (SEAL)

(Surety)

By


Naomi Gerber Attorney in Fact

NOTE:

- (1) This bid bond form is a mandatory form.
- (2) The bid bond form should specify an exact number of dollars which shall not be less than ten percent (10%) of the total amount of the bid.
- (3) The bid bond form must be acknowledged before notary publics, and a legally sufficient power of attorney must be attached to the bid bond to verify the authority of the party signing on behalf of the surety.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

No. 5907

State of Montana

County of Yellowstone

On August 20, 2013 before me, Kathleen Jo Opprud, Notary Public,
DATE NAME, TITLE OF OFFICER - E.G., "JANE DOE, NOTARY PUBLIC"

personally appeared Naomi Gerber,
NAME(S) OF SIGNER(S)

☒ personally known to me - OR - ☐ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.



KATHLEEN JO OPPERUD
NOTARY PUBLIC for the
State of Montana
Residing at Billings, Montana
My Commission Expires
March 01, 2015

WITNESS my hand and official seal.

Kathleen Jo Opprud
SIGNATURE OF NOTARY

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

- ☐ INDIVIDUAL
☐ CORPORATE OFFICER

- TITLE(S)
☐ PARTNER(S) ☐ LIMITED
☐ GENERAL

- ☒ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER: _____

DESCRIPTION OF ATTACHED DOCUMENT

TITLE OR TYPE OF DOCUMENT

NUMBER OF PAGES

SIGNER IS REPRESENTING:

NAME OF PERSON(S) OR ENTITY(IES)

DATE OF DOCUMENT

SIGNER(S) OTHER THAN NAMED ABOVE

NAS SURETY GROUP

NORTH AMERICAN SPECIALTY INSURANCE COMPANY
WASHINGTON INTERNATIONAL INSURANCE COMPANY

GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT North American Specialty Insurance Company, a corporation duly organized and existing under laws of the State of New Hampshire, and having its principal office in the City of Manchester, New Hampshire, and Washington International Insurance Company, a corporation organized and existing under the laws of the State of New Hampshire and having its principal office in the City of Schaumburg, Illinois, each does hereby make, constitute and appoint:

ALLAN HULTGREN,

and NAOMI GERBER

JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

FIFTY MILLION (\$50,000,000.00) DOLLARS

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both North American Specialty Insurance Company and Washington International Insurance Company at meetings duly called and held on the 9th of May, 2012:

"RESOLVED, that any two of the Presidents, any Managing Director, any Senior Vice President, any Vice President, any Assistant Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Company when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By

Steven P. Anderson, Senior Vice President of Washington International Insurance Company
& Senior Vice President of North American Specialty Insurance Company

By

David M. Layman, Vice President of Washington International Insurance Company
& Vice President of North American Specialty Insurance Company



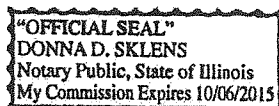
IN WITNESS WHEREOF, North American Specialty Insurance Company and Washington International Insurance Company have caused their official seals to be hereunto affixed, and these presents to be signed by their authorized officers this 18th day of December, 2013.

North American Specialty Insurance Company
Washington International Insurance Company

State of Illinois
County of Cook

ss:

On this 18th day of December, 2013, before me, a Notary Public personally appeared Steven P. Anderson, Senior Vice President of Washington International Insurance Company and Senior Vice President of North American Specialty Insurance Company and David M. Layman, Vice President of Washington International Insurance Company and Vice President of North American Specialty Insurance Company, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.



Donna D. Sklens, Notary Public

I, Jeffrey Goldberg, the duly elected Assistant Secretary of North American Specialty Insurance Company and Washington International Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said North American Specialty Insurance Company and Washington International Insurance Company, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 20 day of August, 2014.

Jeffrey Goldberg, Vice President & Assistant Secretary of
Washington International Insurance Company & North American Specialty Insurance Company

TO BE EXECUTED BY EACH BIDDER

NON-COLLUSION AFFIDAVIT

STATE OF CALIFORNIA)

COUNTY OF LOS ANGELES)SS

HELEN BARNETT, being first duly sworn, deposes and
 says that he/she is PRES/RMO

(SOLE OWNER, A PARTNER, PRESIDENT, SECRETARY, ETC.)

of BARNETT VAUDYNE CONSTRUCTION INC., the party submitting a
 bid for a contract covering P.W.D. BID #1205

(DESCRIBE NATURE OF CONTRACT)

that such a bid is not made in the interest of or on behalf of any undisclosed person, partnership, company, association, organization, or corporation; that such bid is genuine and not collusive or sham; that said bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, nor that anyone shall refrain from bidding; that said bidder has not in any manner, directly or indirectly, sought by agreement, communications or conference with anyone to fix the bid price of said bidder or any other bidder, nor to fix any overhead, profit, or cost element of such bid price, nor of that of any other bidder, nor to secure any advantage against the public body awarding the contract or anyone interested in the proposed contract; that all statements contained in such bid are true; and, further, that said bidder has not, directly or indirectly, submitted their bid price or any breakdown thereof, nor the contents thereof, nor divulged information or data relative thereto, nor paid and will not pay any fee in connection therewith to any corporation, partnership, company, association, organization, bid depository, nor to any member or agent thereof, nor to any other individual except to such person or persons as have a partnership or other financial interest with said bidder in their general business.

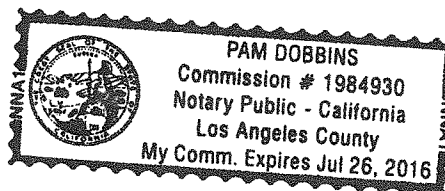
Dated: 9-9-2014Signed: [Signature]PRES/RMO

[TITLE]

Subscribed and sworn to before me this 9TH day of SEPTEMBER, 2014.

[Signature]
 Notary Public

SEAL





PALMDALE WATER DISTRICT

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

Board of Directors

ROBERT E. ALVARADO
Division 1

JOE ESTES
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

ALESHIRE & WYNDER LLP
Attorneys



ADDENDUM NO. 1

August 26, 2014
Page 1 of 2

ADDENDUM NO. 1

TO

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

CONSTRUCTION OF THE WATER MAIN REPLACEMENT IN 30TH ST. EAST,
FRONTIER AVE., 31ST ST. EAST, GLENBUSH AVE., LEMS FORD AVE., 32ND ST.
EAST, AND POND AVE

SPECIFICATION NO. 1205

August 26, 2014

ITEM NO. 1 – FINISH PAVING REQUIREMENTS IN 30TH STREET EAST

Finish paving shall be 1-1/2" thick Rubberized Asphalt (TMAC) Type "C" in accordance with Section 302-12 of The Standard Specification for Public Works Construction. Finish paving shall be the full width of the affected lane. All work is to be completed to the satisfaction of the City of Palmdale.

ITEM NO. 2 – SECTION N-2 OF NOTICE OF INVITING BIDS – DATE OF OPENING

The date of opening bids in Section N-2 of Notice of Inviting Bids of the Contract Documents shall be changed from September 3, 2014 to September 24, 2014



PETER THOMPSON
Project Manager
PKT/CMV/cmv



PALMDALE WATER DISTRICT

2029 East Avenue Q • Palmdale, California 93550 • Telephone (661) 947-4111

Fax (661) 947-8604

www.palmdalewater.org

ALESHIRE & WYNDER LLP
Attorneys



Board of Directors

ROBERT C. ALVARADO
Division 1

JOE ESTES
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

ADDENDUM NO. 2

September 22, 2014

Page 1 of 2

ADDENDUM NO. 2

TO

CONTRACT DOCUMENTS AND SPECIFICATIONS

FOR

CONSTRUCTION OF THE WATER MAIN REPLACEMENT IN 30TH ST. EAST,
FRONTIER AVE., 31ST ST. EAST, GLENBUSH AVE., LEMS福德 AVE., 32ND ST.
EAST, AND POND AVE

SPECIFICATION NO. 1205

September 22, 2014

ADDENDUM NO. 2

September 22, 2014

Page 2 of 2

ITEM NO. 1 – SECTION N-2 OF NOTICE OF INVITING BIDS – DATE OF OPENING

The date of opening bids in Section N-2 of Notice of Inviting Bids of the Contract Documents shall be changed from September 24, 2014 at 3:00pm to October 8, 2014 at 3:00pm.



PETER THOMPSON

Project Manager

PKT/CMV/cmv

NOTICE OF EXEMPTION

TO: County Clerk
County of Los Angeles
12400 Imperial Highway
Norwalk, CA 90650

FROM: Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

Project Title:

Specification No. 1205 – Water Main Replacement

Project Location-Specific:

Construction of Water Main Replacement in area bounded by 30th Street East, Pond Avenue, Avenue Q and Avenue Q-3 and in Avenue Q between 33rd Street East and Landon Avenue

Project Location-City:

Project Location-County:

Palmdale

Los Angeles

Description of Nature, Purpose, and Beneficiaries of Project:

Replacement of aged water conveyance facilities serving existing customers.

Name of Public Agency Approving Project:

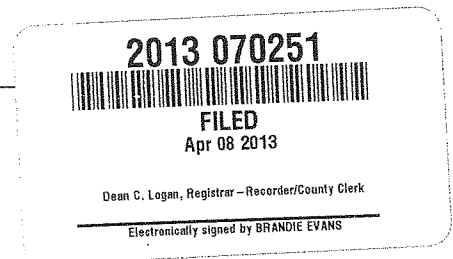
Palmdale Water District

Name of Person or Agency Carrying Out Project:

Palmdale Water District

Exempt Status (Check One):

- ☐ Ministerial. See Section 15268.
☐ Declared Emergency. See Section 15269 (a).
☐ Emergency Project. See Section 15269(b) and (c).
☒ X Categorical Exemption. State type and section number:



Reasons Why Project is Exempt:

Sec. 15302 Class 2 (a) Replacement or Reconstruction

Contact Person:

Area Code: Telephone:

Extension:

Matthew R. Knudson

(661)

947-4111

x118

If filed by applicant:

1. Attached certified document of exemption finding.
2. Has notice of exemption been filed by the public agency approving the project?

Yes X

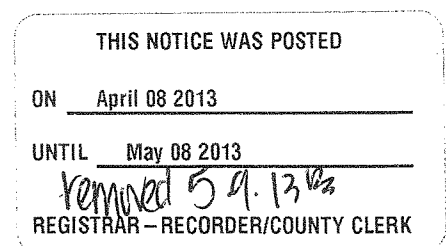
No _____

Date: 3/25/13

[Signature]
Signature

Engineering Manager
Title

Appendix E
A-9



**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: November 5, 2014 **November 12, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.5 – CONSIDERATION AND POSSIBLE ACTION
ON APPOINTMENT OF A WATER SUPPLY & RELIABILITY
COMMITTEE MEMBER TO ATTEND AVEK MEETINGS***

Recommendation:

The Water Supply & Reliability Committee recommends the Board designate Director Dino, Committee Member of the Water Supply & Reliability Committee, to attend Antelope Valley East Kern Water Agency (AVEK) Board meetings.

Alternative Options:

The alternative is to have no specific Board member designated to attend AVEK Board meetings.

Impact of Taking No Action:

There will be no District Board member designated to attend AVEK Board meetings.

Background:

The Chair of the Water Supply & Reliability Committee, Director Dizmang, recommended a member of this Committee attend AVEK Board meetings at least once a month to encourage open communication with AVEK. This matter was considered by the Water Supply & Reliability Committee at their October 27, 2014 meeting, and the Committee approved the designation of Director Dino to attend AVEK meetings and recommended this matter be brought to the full Board for consideration.

Strategic Plan Initiative:

This work is part of Strategic Initiative 4 – Regional Leadership, Foster Interagency Cooperation.

Budget:

This item will not affect the budget.

**PALMDALE WATER DISTRICT
BOARD MEMORANDUM**

DATE: November 5, 2014 **November 12, 2014**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.6 – CONSIDERATION AND POSSIBLE ACTION
TO CREATE AN AD HOC COMMITTEE TO WORK WITH STAFF ON
IDEAS FROM THE INFORMATIONAL TOUR OF ROWLAND AND
CUCAMONGA VALLEY WATER DISTRICTS***

Recommendation:

Staff recommends the Board create an Ad Hoc Committee to work with staff on ideas obtained from the informational tour of Rowland and Cucamonga Valley Water Districts.

Alternative Options:

The alternative is to not create an Ad Hoc Committee.

Impact of Taking No Action:

There would be no Ad Hoc Committee.

Background:

The Board approved a proposal from Itzen Architects, Inc. to develop a schematic design for improvements to the customer service counter and lobby area. To assist the Board in this effort, tours were recently held of Rowland Water District and Cucamonga Valley Water District to obtain ideas for improvements to this area of the District. An Ad Hoc Committee can help District staff move forward with recommendations and implementation of improvements.

Staff has also implemented a Customer Service Campaign to improve our customer's experience with the District. With a campaign of "Serving You is Our Priority," a Customer Service Satisfaction Survey is being conducted during the month of November, a Welcome Packet is being developed for new customers, a Customer Appreciation Education Class has been scheduled for Saturday, December 20, and discussions continue on the development of a Customer Appreciation Raffle and incorporating customer service assistance into Landscape Workshops.

Strategic Plan Initiative:

This work is part of Strategic Initiative 5 – Exceptional Customer Service.

Budget:

This item will not affect the Budget.



**ALESHIRE &
WYNDER_{LLP}**
ATTORNEYS AT LAW

DATE: November 5, 2014

TO: Honorable President & Board Members,
Palmdale Water District

FROM: William W. Wynder,
General Counsel
Patty Quilizapa,
Assistant General Counsel

SUBJECT: *Resolution Adding the Rules of Procedure as Appendix DD to the Palmdale Water District Rules and Regulations*

Recommendation:

Consider the attached resolution entitled: A RESOLUTION OF THE BOARD OF DIRECTORS OF PALMDALE WATER DISTRICT ADDING APPENDIX DD TITLED “BOARD MEETINGS: RULES OF PROCEDURE” TO THE PALMDALE WATER DISTRICT RULES AND REGULATIONS.

Summary:

This resolution would:

- 1) Add Appendix DD to the Palmdale Water District Rules and Regulations titled “Board Meetings: Rules of Procedure.”
- 2) Provide a clear procedure for the conduct of Board meetings.
- 3) Provide a clear procedure for the debate and passage of agenda items.
- 4) Provide a procedure for removing disruptive audience members from Board meetings in conformance with *Government Code* section 54957.9.
- 5) Provide a procedure for the Board to censure a Director who seriously violates the law or the District Rules and Regulations.

Background & Analysis:

The Palmdale Water District Rules and Regulations provide guidance to the District and to the Board regarding the provision of water service and the role of the Board of Directors in leading

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT
FROM: William W. Wynder, General Counsel

the District. Currently, the Board uses Robert's Rules of Order for guidance as to the parliamentary-style debate and action at Board meetings. The proposed Appendix DD to the District Rules and Regulations, titled "Board Meetings: Rules of Procedure" would provide additional guidance to the Board in its conduct, debate, and action at its open meetings.

The Board has no current rules stating under what circumstances a Director may be censured by the Board. The Board also has no current rules under which it can address the disruption of Board meetings by audience members. The proposed Appendix DD would create a process under which the Board may censure a Director for a serious violation of the law or for violating the District's Rules and Regulations. The proposed Appendix DD would also create a process under which the Board may address members of the audience at Board meetings who have rendered the orderly conduct of the meeting unfeasible.

Fiscal Impact:

None at this time.

Supporting Document:

- Resolution No. 14-18

**PALMDALE WATER DISTRICT
RESOLUTION NO. 14-18**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
PALMDALE WATER DISTRICT ADDING APPENDIX DD
TITLED “BOARD MEETINGS: RULES OF PROCEDURE”
TO THE PALMDALE WATER DISTRICT RULES AND
REGULATIONS**

WHEREAS, members of the Board of Directors have, in partnership with District staff, consultants, and the General Counsel, developed revisions to the Palmdale Water District Rules and Regulations; and

WHEREAS, the Board of Directors of the Palmdale Water District desires to facilitate the business of the Board of Directors and to ensure an opportunity for Directors to contribute and participate in conducting the business of the District; and

WHEREAS, the Board of Directors of the Palmdale Water District desires to facilitate public comment at Board meetings; and

WHEREAS, the Board of Directors of the Palmdale Water District desires to conduct orderly meetings; and

WHEREAS, the Board of Directors of the Palmdale Water District desires to provide for a process under which the Board can censure Directors who have seriously violated a law or the district Rules and Procedures; and

WHEREAS, the Board of Directors of the Palmdale Water District desires to enact rules of procedure which guide the Board in its public meetings.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Palmdale Water District as follows:

Section 1: The above recitals are all true and correct and are hereby adopted as findings.

Section 2: Appendix DD titled “Board Meetings: Rules of Procedure” is hereby added to the Palmdale Water District Rules and Regulations to read in full as follows:

“APPENDIX DD

BOARD MEETINGS: RULES OF PROCEDURE

The Board has approved the Rules of Procedure herein as its rules of order applicable to all public Board meetings. Any procedure not addressed herein shall be governed by the Robert’s Rules of Order. Failure to follow these Rules of Procedure or the Robert’s Rules of Order shall not render void any action taken by the Board of the District.

I. GENERAL PRINCIPLES

- The purpose of the Rules of Order is to facilitate the business of the Board of Directors for the District and to ensure an equal opportunity for all Directors to contribute and participate in conducting the business of the District. The Rules are intended to assist, not inhibit, the meeting and discussion of the Directors.
- A meeting can deal with only one matter at a time. The various kinds of motions have therefore been assigned an order of precedence.
- All Directors have equal rights, privileges and obligations. The Chair's main responsibility is to use the authority of the Chair to ensure that all people attending a meeting are treated equally—for example, not to permit a vocal few to dominate the debates.
- A majority vote decides an issue. Parliamentary rules enable a meeting to determine the will of the majority of the Directors attending a meeting.
- The rights of the minority must be protected at all times. Although the ultimate decision rests with a majority, all Directors have such basic rights as the right to be heard and the right to oppose.
- Every matter presented for decision should be discussed fully. The right of every Director to speak on any issue is as important as each Director's right to vote. The Rules ensure order in the discussion, without Directors speaking over each other. The lack of order interferes with the public's right to clear information.
- Every Director has the right to understand the meaning of any question presented to a meeting, and to know what effect a decision will have. A Director always has the right to request information on any motion he or she does not thoroughly understand. Moreover, all meetings must be characterized by fairness and by good faith. Parliamentary strategy is the art of using procedure legitimately to support or defeat a proposal.
- Orderly meetings are most likely to occur when Directors, staff, and other presenters are provided with information regarding the meeting sufficiently in advance to prepare for discussion at a meeting. Advance preparation by Directors, staff, and other presenters ensures all questions and concerns are fully addressed in an orderly manner at public meetings.

II. DEFINITIONS

“Board” means the Board of Directors of the Palmdale Water District.

“Director” means a member of the Board.

“District” means the Palmdale Water District.

“Chair” or “Chairperson” means the Director who is leading the Board's meeting.

“Majority of the Board” means a majority of the Directors at the Board’s meeting.

“Item” means a motion or other subject which is to be considered by the Board.

III. RULES OF ORDER

A. Order of Meetings

Meetings shall commence at the time specified in the public agenda, or as soon thereafter as is reasonably possible, and shall continue until all matters listed as items on the published agenda have been completed or until other disposition of uncompleted items has been approved by a majority of the Board.

The Chair shall conduct the meeting in the order of the published meeting agenda, unless a majority of the Board approves hearing an item out of order, continuing an item to another meeting, or removing the item from the agenda.

Hearing on any item may be continued or re-continued to any subsequent meeting by majority vote of the Board on a motion to continue the item.

The Board has adopted the following as the preferred order of business and should be followed for the Board agendas:

Sample Order of Agenda/Business

- Pledge of Allegiance
- Roll Call
- Adoption of Agenda
- Public comments for non-agenda items
- Presentations
- Consent Calendar (including public comment)
 - Approval of Minutes
 - Payment of Bills
- Action Calendar (including public comment)
- Information Items
- Reports of Directors
 - Meetings/General Report
 - Standing Committee/Assignment Reports

- Report of General Manager
- Report of Attorney
- Public comments on closed session agenda matters
- Closed session
- Public report of any action taken in closed session.
- Directors' requests for future agenda items
- Adjournment

B. Order of Discussion of Each Item on the Agenda

The Chair shall read the description of each matter listed as an agenda item.

1. Presentations to the Board on Agenda Item

The Chair will open the presentations portion on the item, which may consist of presentations to the Board by District staff, consultants, or other persons designated by the General Manager. Directors may ask questions of each presenter, upon recognition by the Chair.

Upon completion of any presentation and any questions by Directors, the Chair shall open the item for public hearing.

2. Public Discussion on Matters Before the Board

Upon opening the public hearing and before any motion is adopted related to the merits of the matter on the agenda, the Chair shall open the public comment period. The Chair shall call members of the public who desire to speak on the matter which is to be heard or to present evidence respecting the matter. Any person desiring to speak or present evidence shall make his/her presence known to the Chair and upon being recognized by the Chair, the person may speak or present evidence relevant to the matter being heard. No person shall be permitted during his or her public comment to speak about matters that are not germane to the matter being considered. A determination of relevance shall be made by the Chair, but may be appealed as set forth in these rules.

No person may speak without first being recognized by the Chair, who will call speakers who have filled out a "Speaker Request Card." Each person will be limited to three minutes and shall not be interrupted by Directors until the end of the three-minute period. Time limits shall be uniformly applied to all members of the public and adhered to as strictly as possible to avoid allegations of unfair treatment. The Chair may upon majority vote remove any member of the public disrupting the meeting in the manner described at Section IV. A of these Rules.

Directors who wish to ask questions of the speakers or each other, during the public hearing portion may do so but only after the end of the public speaker's three-minute period and upon being recognized by the Chair. Directors shall limit their questions to clarifications of facts presented by the member of the public.

Any member of the public may submit in advance to the Board written material related to any matter being heard by the Board. Such written material shall be submitted to the General Manager, who shall provide copies to the Board as soon as reasonably practical before the meeting. The Secretary shall retain all such material as part of the record of the meeting.

If public hearing applies to a quasi-judicial matter, even though limits can be placed on speakers, good practice dictates that the affected party (applicant, appellant, individual having license revoked, etc.) be given a reasonable opportunity to present his/her case to avoid a denial of due process. Quasi-judicial proceedings are evidence gathering procedures which require the Board decision to be based on substantial evidence in the record. Legislative proceedings are not dependent upon evidence presented and the Board can exercise a much broader range of discretion.

3. Consideration of Question by Board

After all members of the public desiring to speak upon the subject of the hearing have been given an opportunity to do so, the Chair shall close the public comment portion of the hearing and shall begin the deliberation of the matter by the Board. No member of the public shall be allowed, without consent of the Chair, to speak further on the question during the period of deliberation.

Directors may speak on each item, including posing questions to staff and other Directors, but may do so only upon being recognized by the Chair. The Chair shall recognize each Director desiring to speak on a matter in an orderly manner and allow only one Director or person to speak at a time. Directors wishing to respond to comments by any other Director must do so only at the time he or she is recognized by the Chair to speak. The Chair shall not permit disorderly debate.

At the conclusion of Board discussion, and upon appropriate motion having been made and seconded, the Board shall vote to either continue the matter or vote on the matter.

C. Action of the Board

All actions of the Board, including the approval of resolutions or ordinances, require a motion by any Director and approval of a majority of the Board.

1. Motion Procedure

Business is accomplished in meetings by means of debating motions. The word "motion" refers to a formal proposal by two Directors (the mover and seconder) that the Board take certain action.

Any Director may make a motion and any other Director may second the motion. When a motion has been made and seconded, the matter is open for discussion by the Board. Normally, a Director may speak only once on the same question, except for the mover of the main motion, who has the privilege of “closing” the debate (that is, of speaking last). If an important part of a Director’s speech has been misinterpreted by a later speaker, it is in order for the Director to speak again to clarify the point, but no new material should be introduced. If two or more people want to speak at the same time, the Chair should call first upon the one who has not yet spoken.

If the Director who made the motion that is being discussed claims the floor and has already spoken on the question, he/she is entitled to be recognized before other Directors.

The mover of a motion may not speak against his or her own motion, although the mover may vote against it. The mover need not speak at all, but when speaking, it must be in favor of the motion. If, during the debate, the mover changes his or her mind, he or she can inform the meeting of the fact by asking the meeting’s permission to withdraw the motion.

2. Determining Results of a Vote

Motions must pass by a majority affirmative vote of the Board. Abstentions shall not count as affirmative votes.

Motions and resolutions may be adopted on voice and/or mechanical vote: roll call shall be taken if requested by any Director. Ordinances shall be adopted on roll call vote.

When motions or resolutions are adopted on voice vote, the Chair shall solicit the vote of Directors and cast his/her vote last.

3. Types of Motions

a. Main Motion

A main motion is a motion that brings business before a meeting. Because a meeting can consider only one subject at a time, a main motion can be made only when no other motion is pending. A main motion ranks lowest in the order of precedence.

When a main motion has been stated by one Director, seconded by another Director, and repeated for the meeting by the Chair, the meeting cannot consider any other business until that motion has been disposed of, or until some other motion of higher precedence has been proposed, seconded and accepted by the Chair.

A main motion must not interrupt another speaker, requires a seconder, is debatable, is lowest in rank or precedence, can be amended, cannot be applied to any other motion, may be reconsidered, and requires a majority vote.

When a motion has been made by a Director and seconded by another, it becomes the property of the meeting. The mover and seconder cannot withdraw the motion unless the meeting agrees. Usually the Chair will ask if the meeting objects to the motion's being withdrawn. If no one objects, the Chair will announce: "The motion is withdrawn."

b. Secondary Motions

Secondary motions consist of subsidiary motions, privileged motions, and incidental motions. Secondary motions are ones that are in order when a main motion is being debated; ones that assist a meeting to deal with the main motion.

A secondary motion thus takes precedence over a main motion; a main motion takes precedence over nothing, yielding to all secondary motions. When a secondary motion is placed before a meeting, it becomes the immediately pending question; the main motion remains pending while the Board deals with the secondary motion.

The main motion, the subsidiary motions, and the privileged motions fall into a definite order of precedence, which gives a particular rank to each. The main motion—which does not take precedence over anything—ranks lowest. Each of the other motions has its proper position in the rank order, taking precedence over the motions that rank below and yielding to those that rank above it.

i. Subsidiary Motions

Subsidiary motions assist a meeting in treating or disposing of a main motion (and sometimes other motions). Once the main motion is properly placed on the floor, subsidiary motions may be employed in addressing the main motion. The subsidiary motions are listed below in descending order of rank. Each of the motions takes precedence over the main motion and any or all of the motions listed before it.

Subsidiary motions are appropriate and may be made by any Director at any appropriate time during the discussion of the main motion.

Subsidiary Motions include:

▪ **Table (To Temporarily Suspend Consideration of an Issue)**

The motion must not interrupt another speaker, must be seconded, is not debatable, is not amendable, may not be reconsidered, and requires a majority vote.

In order to bring the matter back before the Board, a Director must move that the matter be "taken from the table", seconded and passed by a majority.

A motion to take from the table must be made at the same meeting at which it was placed on the table or at the next regular meeting of the Board. Otherwise the motion that was tabled dies, although it can be raised later as a new motion.

▪ Previous Question (To Vote Immediately)

Any Director may move to immediately bring the question being debated by the Board to a vote, suspending any further debate.

The motion may not interrupt a speaker, must be seconded. A majority vote is required for passage

▪ Continue to Another Meeting

Any Director may move to continue the item to another meeting. This motion continues the pending main motion to a future date or time as determined by the Board at the time the motion is passed.

A motion to postpone to a definite time may not interrupt another speaker, must be seconded, is debatable only as to the propriety or advisability of continuing the motion, can be amended, can be reconsidered, and requires a majority vote.

▪ Commit or Refer

Any Director may move that the matter being discussed should be referred to a committee, commission or staff for further study. The motion may contain directions for the committee, commission or staff, as well as, a date upon which the matter will be returned to the Board's agenda.

The motion must be seconded and requires a majority vote for passage. If no date is set for returning the item to the Board agenda, any Director may move, at any time, to require the item be returned to the agenda. The motion must be seconded and a majority vote is required.

▪ Amend

An amendment is a motion to change, to add words to, or to omit words from, an original motion. The change is usually to clarify or improve the wording of the original motion and must be germane to that motion.

Any Director may amend the main motion or any amendment made to the main motion. Before the main motion may be acted upon, all amendments and amendments to amendments must first be acted upon. An amendment must be related to the main motion or amendment to which it is directed. Any amendment which substitutes a new motion

rather than amending the existing motion is out of order and may be so declared by the Chair.

A motion to amend must be seconded and requires a majority vote for passage.

- Postpone Indefinitely

Any Director may move to postpone indefinitely the motion on the floor, thus avoiding a direct vote on the pending motion and suspending any further action on the matter.

The motion must be seconded and requires a majority vote for passage.

ii. Incidental Motions

These motions are incidental to the motions or matters out of which they arise. Because they arise incidentally out of the immediately pending business, they must be decided immediately, before business can proceed. Most incidental motions are not debatable.

Incidental motions do not have an order or precedence. An incidental motion is in order only when it is legitimately incidental to another pending motion or when it is legitimately incidental in some other way to business at hand. It then takes precedence over any other motions that are pending—that is, it must be decided immediately.

- Point of Order

This motion permits a Director to draw the Chair's attention to what he/she believes to be an error in procedure or a lack of decorum in debate. The Director will rise and say: "I rise to a point of order," or simply "Point of order." The Chair shall recognize the Director, who will then state the point of order. The Chair is required to make an immediate ruling on the question involved. The Chair will usually give his/her reasons for making the ruling. If the ruling is thought to be wrong, the Chair can be challenged.

A point of order can interrupt another speaker, does not require a seconder, is not debatable, is not amendable, and cannot be reconsidered.

- Objection to the Consideration of a Question

If a Director believes that it would be harmful for a meeting even to discuss a main motion, he/she can raise an objection to the consideration of the question; provided debate on the main motion has not begun or any subsidiary motion has not been stated.

The motion can be made when another Director has been assigned the floor, but only if debate has not begun or a subsidiary motion has not been accepted by the Chair. A Director rises, even if another has been assigned the floor, and without waiting to be recognized, says, “Mr. Chair [or Madame Chair], I object to the consideration of the question (or resolution or motion, etc.).”

The motion does not need a seconder, is not debatable, and is not amendable.

The Chair responds, “The consideration of the question is objected to. Shall the question be considered?”

The motion can be reconsidered, but only if the objection has been sustained.

- Division of Question

Any Director may move to divide the subject matter of a motion which is made up of several parts in order to vote separately on each part. This motion may also be applied to complex ordinances or resolutions.

The motion requires a second and a majority vote for passage.

- Requests and Inquiries

- a) Parliamentary Inquiry—a request for the Chair’s opinion (not a ruling) on a matter of parliamentary procedure as it relates to the business at hand.

- b) Point of Information—a question about facts affecting the business at hand, directed to the Chair or, through the Chair, to a Director.

- c) Request to Read Papers.

- d) Request to be Excused from a Duty.

- e) Request for Any Other Privilege.

The first two types of inquiry are responded to by the Chair, or by a Director at the direction of the Chair; the other requests can be granted only by majority vote.

iii. Privileged Motions

Unlike either subsidiary or incidental motions, privileged motions do not relate to the pending business, but have to do with special matters of immediate and overriding importance that, without debate, should be allowed to interrupt the consideration of anything else.

The privileged motions are listed below in descending order of rank. Each of the succeeding motions takes precedence over the main motion, any subsidiary motions, and any or all of the privileged motions listed before it.

- Fix Time to Which to Adjourn

This is the highest-ranking of all motions. Under certain conditions while business is pending, a meeting—before adjourning or postponing the business—may wish to fix a date, an hour, and sometimes the place, for another meeting or for another meeting before the next regular meeting. A motion to fix the time to which to adjourn can be made even while a matter is pending, unless another meeting is already scheduled for the same or the next day.

The motion may not interrupt a speaker, must be seconded, is not debatable, is amendable (for example, to change the time and/or place of the next meeting), can be reconsidered, and requires a majority vote.

- Adjourn

Any Director may move to adjourn at any time, even if there is business pending.

The motion must be seconded and a majority vote is required for passage. The motion is not debatable.

- Recess

A Director can propose a short intermission in a meeting, even while business is pending, by moving to recess for a specified length of time.

The motion may not interrupt another speaker, must be seconded, is not debatable, can be amended (for example, to change the length of the recess), cannot be reconsidered, and requires a majority vote.

- Question or Point of Privilege

Any Director, at any time during the meeting, may make a request of the Chair to accommodate the needs of the Board or his/her personal needs for such things as reducing noise, adjusting air conditioning, ventilation, lighting, etc. Admissibility of question is ruled on by the Chair.

- Orders of the Day

Any Director may demand that the agenda be followed in the order stated therein.

No second is required and the Chair must comply unless the Board, by majority vote, sets aside the orders of the day.

- Challenging a Ruling of the Chair

Any ruling of the Chair can be challenged, but such appeals must be made immediately after the ruling. If debate has progressed, a challenge is not in order.

When a Director wishes to appeal from the decision of the Chair, the Director speaks as soon as the decision is made, even if another has the floor, and without waiting to be recognized by the Chair, says, “Mr. Chair [or Madame Chair], I appeal from the decision of the Chair.” The Chair should state clearly the decision being questioned, and if necessary the reasons for the decision, and then state the question this way: “The question is, ‘Shall the decision of the Chair be sustained?’” If two Directors (mover and seconder) appeal a decision of the Chair, the effect is to open the decision to a vote.

Such a motion is in order when another speaker has the floor, but it must be made at the time of the Chair’s ruling and before debate progresses. The motion must be seconded, is not amendable, but can be reconsidered. A majority or tie vote sustains the decision of the Chair, on the principle that the Chair’s decision stands until reversed by a majority of the meeting. The Chair can vote on this motion.

iv. Motions that Bring a Question Again Before the Assembly

- Rescind

The Board may rescind, repeal or annul any prior action taken with reference to any legislative matter so long as the action to rescind, repeal or annul complies with all the rules applicable to the initial adoption, including any special voting or notice requirements or unless otherwise specified by law.

- Reconsider

Except for votes regarding matters which are quasi-judicial in nature or matters which require a noticed public hearing, the Board may reconsider any vote taken at the same session to correct inadvertent or precipitant errors, or consider new information not available at the time of the vote.

The motion to reconsider must be made by a Director who voted on the prevailing side, must be seconded and requires a majority vote for passage, regardless of the vote required to adopt the motion being reconsidered. If the motion to reconsider is successful, the matter to be reconsidered takes no special precedence over other pending matters and any special voting requirements related thereto still reconsider, once a matter has been determined and voted upon, the same matter cannot be brought up again at the same meeting

▪ Discharge a Committee (From Further Consideration)

If a question has been referred, or a task assigned, to a committee that has not yet made its final report, and if a meeting wants to take the matter out of the committee's hands (either so that the meeting itself can deal with the matter or so that the matter can be dropped), such action can be proposed by means of a motion to discharge the committee from further consideration of a topic or subject.

Such a motion cannot interrupt another speaker, must be seconded, is debatable (including the question that is in the hands of the committee), and is amendable. Because the motion would change action already taken by the meeting, it requires a majority vote.

A negative vote on this motion can be reconsidered, but not an affirmative one.

c. Motion Procedure Guidelines for Common Motions

What you want to do:	Language:	May You Interrupt the Speaker?	Do You Need A Second?	Is It Debatable?	Can It Be Amended?	What Vote Is Needed?	Can It Be Reconsidered ?
Introduce Business	"I move that..."	No	Yes	Yes	Yes	Majority	Yes
Continue Discussion	"I move to continue this item until (date)"	No	Yes	Yes	Yes	Majority	Yes
Amend a Motion	"I move to amend the motion by ..."	No	Yes	Yes	Yes	Majority	Yes
Adjourn Meeting	"I move that we adjourn"	No	Yes	No	No	Majority	No
Give Closer Study of An Item	"I move to refer the matter to a subcommittee"	No	Yes	Yes	Yes	Majority	Yes
Request Information	"Point of information"	Yes	No	No	No	No Vote	No
End Debate & Amendment	"I call for the question" "I move the previous question"	No	Yes	No	No	2/3	No
Reconsider a Hasty Action	"I move to reconsider the vote on ..."	Yes	Yes		No	Majority	No
Temporarily Suspend Considering an Issue	"I move to table the motion"	No	Yes	No	No	Majority	No
Take up a Matter Previously Tabled	"I move to take from the table..."	No	Yes	No	No	Majority	No
Postpone Indefinitely							

Avoid Considering an Improper Matter	"I object to consideration of this motion"	Yes	No	No	No	2/3	
Protest Breach of Rules or Conduct	"I rise to a point of order"	Yes	No	No	No	No Vote	No

VOTING	Chair restates the motion
	ELECTRONIC: "Please cast your vote"
	VOICE: "All those in favor...; those opposed...; motion carries/is rejected"
	ROLL CALL: "Boardmember (in seniority order), Vice Chair, Chair; motion carries/is rejected"
	GENERAL CONSENT: (Various Options) "Please cast your vote" or "Without objection, motion is adopted"

IV. ENFORCEMENT OF RULES OF ORDER

A. Disruption by Members of the Public

If any meeting is willfully interrupted by a person or persons so as to render the orderly conduct of such meeting unfeasible and order cannot be restored by removal of the disruptive individuals, or if any member of the public uses profanity or threats to direct his/her comments to the Board, a Director, staff, or any member of the public, the Chair, with the concurrence of a majority of the Directors present, may order the meeting room cleared and continue with the meeting. Members of the press or other news media may remain unless they participated in creating the disruption. In the event the Board meeting room is cleared, the Board cannot consider anything not on the agenda. *Government Code* section 54957.9.

B. Censure of Directors

Censure is a formal Resolution of the Board reprimanding one of its own Directors for specified conduct, generally a serious violation of law or of District Rules and Regulations where the violation of policy is considered to be a serious offense. Censure should not follow an occasional error in judgment, which occurs in good faith and is unintentional. Censure carries no fine or suspension of the rights of the member as an elected official, but a censure is an expression of the Board's disapproval of a Director's conduct.

Any Director may submit, in writing, a complaint and request for a censure hearing concerning an alleged violation of law or serious violation of Board policies by another Director. The complaint shall be submitted to the President, or if the complaint is about the President, to the Vice President.

Prior to any formal action by the Board to censure a Director, the Director against whom censure is sought is entitled to due process of law, which requires notice and the opportunity to be heard and to refute the evidence against him or her, by means of a censure hearing. The complaint shall contain specific factual allegations and any supporting evidence of specific conduct alleged to violate existing law or District Rules and Regulations. The President or Vice President, within 15 business days, shall review

the complaint and either (1) issue an advisory opinion to the Board; or (2) conduct further investigation and/or a hearing on the matter.

Upon completion of its review of the complaint and any additional investigation the President or Vice President shall determine if, considering all the facts and evidence, there are reasonable grounds to believe or not believe that the alleged violation of law or serious violation of District Rules and Regulations occurred. The President or Vice President shall make a written report to the Board stating the specific law or policy alleged to have been violated, and summarizing the complaint, evidence, and the results of any additional investigation. The President or Vice President shall also make a recommendation to the Board that the complaint is supported by sufficient evidence of a violation of law or serious violation of District Rules and Regulations to warrant a censure hearing, or, alternatively, that the complaint is not supported by sufficient evidence of a violation of law or serious violation of District Rules and Regulations to warrant a Board censure hearing.

If the President or Vice President determines that the allegations are supported and a censure hearing is warranted, the matter shall be set for a public censure hearing before the Board; if the President or Vice President concludes that the allegations are not supported and a censure hearing is not warranted, the President or Vice President's recommendation will be forwarded to the Board and no further action taken, unless the Board directs, by a majority consensus of the Board during a Board meeting, the matter to be placed on its agenda for further consideration. In either case, a copy of the final report shall be provided to the accused Director at the same time it is provided to the Board.

If a public hearing is set before the Board, it shall be far enough in advance to give the accused Director subject to censure adequate time to review the allegations and evidence against him or her and prepare a defense, but no longer than 15 days from the date of the President or Vice President's recommendation.

At the hearing, the Director shall be given an opportunity to make an opening statement, closing statement, and to question his or her accusers. The hearing shall not be a formal adversarial hearing and the Rules of Evidence shall not apply to the proceeding. An accused Director may choose to be represented and to designate his or her representative to speak on his or her behalf.

A Board decision to censure requires the adoption of a Resolution making findings, based on substantial evidence that the Director has engaged in conduct that constitutes a violation of law or a serious violation of District Rules and Regulations. The Resolution must be affirmed by at least three affirmative votes of the Board. The accused Director shall not participate in the Board's deliberations after the public hearing is closed or in any vote by the Board on the proposed censure."

Section 3: Severability. If any section, subsection, paragraph, sentence, clause or phrase of this resolution is for any reason held to be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this resolution, it being expressly declared that this resolution and each section, subsection,

paragraph, sentence, clause and phrase thereof would have been adopted, irrespective of the fact that one or more other section, subsection, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

PASSED, APPROVED, AND ADOPTED at a regular meeting of the Board of Directors of Palmdale Water District held on _____, 2014.

Kathy Mac Laren, President
Palmdale Water District

Joe Estes, Secretary
Palmdale Water District

ADVANCE REGISTRATION DEADLINE:

MEALS: ___YES SPOUSE: ___YES SPOUSES' TOUR: ___YES
 NO NO NO

REGISTRATION:_____TRAVEL:_____

TOTAL REMAINING BALANCE:_____

PROPOSED EXPENSES: Registration: _____
 Transportation: _____
 Meals:* _____
 Miscellaneous: _____
 TOTAL: _____

*DIRECTORS: Expenses are outlined in Section 4.06.1 of the District's Rules and Regulations.
*FOR STAFF: Meal limitations are outlined on pages 30 and 31 of the District's Employee Manual.
Please review these limitations.

HOTEL ACCOMMODATIONS: YES NO REGISTRATION DEADLINE: _____
ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

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

AIRLINE RESERVATIONS: YES NO

DEPART FROM _____ on _____ at _____ AM/PM
(airport) (date) (time)

RETURN FROM _____ on _____ at _____ AM/PM
(airport) (date) (time)

SUPERVISOR APPROVAL: _____ DATE: _____



TECHNICAL PROGRAM

The Premier Conference for Water
Quality Professionals Around the World

WQTC14

November 16–20, 2014

Hyatt Regency New Orleans
New Orleans, Louisiana

Co-hosted by



WATER QUALITY
Technology Conference





AWWA RESOURCE COMMUNITIES

Get the answers you need on current technical topics.

- Asset Management
- Backflow Prevention and Cross Connection Control
- Climate Change
- Customer Service
- Desalination
- Drought
- Emergency Preparedness
- Groundwater
- How Water Works
- Reuse
- Small Systems
- Source Water Protection
- Stormwater
- Wastewater
- Wastewater Collection Systems
- Water Conservation
- Water Loss Control

Resource Communities are collaborative groups that share knowledge, tools, and resources. Find out about products, educational opportunities, and technical resources all in one place.



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and tools to solve your challenges.

www.awwa.org/community



2014 Water Quality Technology

CONFERENCE® & EXPOSITION

New Orleans, Louisiana

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Printed on recycled paper

2014 WQTC Conference—at-a-Glance

*All events are located in the Hyatt Regency New Orleans
(unless otherwise noted)*

Saturday, November 15

noon–5:00 p.m.

Registration Open—Elite Hall Foyer Level 1

Sunday, November 16

7:30 a.m.–6:00 p.m.

Registration Open—Elite Hall Foyer Level 1

7:45–8:00 a.m.

Bus Loads for SUN01
(pre-registration was required)

8:30 a.m.–5:00 p.m.

Workshops (additional fee)

4:00–6:00 p.m.

Exposition Open

4:00–6:00 p.m.

Posters Available for Viewing—Exhibit Hall

4:30–5:00 p.m.

New Attendee Overview

5:00–6:00 p.m.

Welcome Reception—Exhibit Hall

Monday, November 17

7:30 a.m.–6:30 p.m.

Registration Open—Elite Hall Foyer Level 1

8:30–9:30 a.m.

Opening General Session

9:30 a.m.–1:15 p.m.

Exposition Open

9:30–10:15 a.m.

Dedicated Exposition Time and Refreshment
Break—Exhibit Hall

9:45–10:45 a.m.

Poster Technical Sessions—Exhibit Hall
(Authors will be present)

10:15–11:45 a.m.

Special Topic and Oral Technical Sessions

11:45 a.m.–1:15 p.m.

Luncheon—Exhibit Hall

12:15–1:00 p.m.

Exhibit Hall—Education Sessions

1:15–5:00 p.m.

Special Topic and Oral Technical Sessions

2:45–3:30 p.m.

Dedicated Exposition Time and Refreshment
Break—Exhibit Hall

2:45–6:30 p.m.

Exposition Open

3:00–4:00 p.m.

Poster Technical Sessions—Exhibit Hall
(Authors will be present)

3:00–6:00 p.m.

Posters Available for Viewing—Exhibit Hall

5:00–6:30 p.m.

Young Professionals Speed Networking
Exhibit Hall

5:00–6:30 p.m.

Networking Reception—Exhibit Hall

Tuesday, November 18

7:00 a.m.–5:00 p.m.	Registration Open—Elite Hall Foyer Level 1
7:15–8:00 a.m.	Early Bird Session
8:15 a.m.–noon	Special Topic and Oral Technical Sessions
9:45 a.m.–1:30 p.m.	Exposition Open
9:45–10:30 a.m.	Dedicated Exposition Time and Refreshment Break—Exhibit Hall
10:00–11:00 a.m.	Poster Technical Sessions—Exhibit Hall (Authors will be present)
noon–1:30 p.m.	Luncheon—Exhibit Hall Special seating area for students and Young Professionals
12:15–1:15 p.m.	Exhibitor Education Sessions
1:30 p.m.	Exposition Closes and Exhibitors Move Out
1:30–5:00 p.m.	Special Topic and Oral Technical Sessions
3:00–3:30 p.m.	Refreshment Break
3:00–5:00 p.m.	Remaining Posters Available for Viewing—Foyer
5:00–8:00 p.m.	Water For People Friend Raiser Event—Rusty Nail (1100 Constance Street)
6:00 p.m.	The Chlorine Revolution Book Talk New Orleans Convention Center Meet in Hyatt Lobby

Wednesday, November 19

7:00 a.m.–3:30 p.m.	Registration Open—Elite Hall Foyer Level 1
7:15–8:15 a.m.	Early Bird Session
8:30 a.m.–noon	Special Topic and Oral Technical Sessions
8:30 a.m.–3:30 p.m.	Poster Viewing
10:00–10:30 a.m.	Refreshment Break
noon–1:30 p.m.	Lunch (on your own)
1:30–5:00 p.m.	Special Topic and Oral Technical Sessions
3:00–3:30 p.m.	Refreshment Break
5:05–5:15 p.m.	Student Best Paper Award Ceremony

Thursday, November 20

7:45 a.m.–noon	Technical Tours—Buses Load at 7:30 a.m. (All tours will depart from and return to the Hyatt Regency, tunnel entrance)
----------------	--

Thank You!

AWWA would like to say “thank you” to our
conference sponsors, exhibitors, attendees, and volunteers
for your support of the
2014 Water Quality and Technology Conference® & Exposition.

Your participation helped make this a great event!




Welcome to WQTC!

On behalf of the entire WQTC Planning Committee, I'd like to welcome you to the 2014 Water Quality Technology Conference and Exposition and to New Orleans, Louisiana. We believe we have an outstanding program assembled, and we know you'll think so too! This year, we received over 400 abstracts, special topic sessions, and workshop submissions! The breadth of this conference program is amazing!

I'd like to thank each of you for attending and bringing your enthusiasm and expertise to the conference. Each one of you plays an important role in advancing the science of water. Whether you are a WQTC veteran or a first time attendee, I hope you will take advantage of all the opportunities that this conference has to offer through its technical sessions, the exhibit hall, committee meetings (which are open to all attendees), and social hours. Please read through the next few pages in this program to learn about more ways to get involved.

Enjoy the Conference!

Becky Hoffman
WQTC 2014 Conference Chair



Welcome to New Orleans and the 2014 AWWA Water Quality Technology Conference & Exposition. Speaking on behalf of the Local Host Committee and the Southwest Section, we hope you enjoy the "premier conference for water quality professionals around the world."

I also want to extend an invitation to join us for our special session, STS09, "Quality of Water + Quality of Life" on Wednesday afternoon, 1:30-5:00 p.m., in room Strand 12A. We will be addressing Louisiana water quality issues from salt water intrusion in the Mississippi River to hydraulic fracking to innovative treatment technologies.

In addition to an exciting technical program, the conference is a great venue to make new relationships or reestablish connections with your peers. We hope your visit to The Big Easy allows time for experiencing our southern hospitality and enjoying the melting pot of culture, food, and music. Please visit www.neworleanscvb.com for suggestions to help complete your stay.

Thanks to all the members of the Local Host Committee, the session volunteers, and especially to the hardworking members of the AWWA & the WQTC Planning Committee for ensuring a quality program.

"Laissez les bons temps rouler!"
Madeline F. Goddard, P.E.
Local Host Committee Chair

Water Quality Technology Conference Planning Committee

Rebecca M. Hoffman – WQTC Chair

University of Wisconsin
Madison, Wisconsin

Colleen M. Arnold

Aqua America
Bryn Mawr, Pennsylvania

Khalil Z. Atasi

CDM Smith
Maitland, Florida

Frederick Bloetscher

Florida Atlantic University
Hollywood, Florida

Glen Boyd

The Cadmus Group, Inc
Seattle, Washington

Madeline F. Goddard – Local Host Committee Chair

New Orleans Sewerage & Water Board
New Orleans, Louisiana

David J. Hilmoe

Seattle, Washington

Kimberly A. Kunihiro

Orange County Utilities
Orlando, Florida

Karl G. Linden

University of Colorado
Boulder, Colorado

Randy L. Moore

Utility Service Co., Inc.
Atlanta, Georgia

Quirien Muylwyk

CH2M HILL
Toronto, Ontario, Canada

Richard H. Sakaji

East Bay Municipal Utility District
Oakland, California

Jeff W. Swertfeger

Cincinnati Water Works
Cincinnati, Ohio

David G. Wahman

USEPA
Cincinnati, Ohio

Local Host Planning Committee

The WQTC Planning Committee would like to acknowledge the efforts of the local host planning committee, with special thanks to

Madeline Fong Goddard – Chair

Sewerage and Water Board of New Orleans
New Orleans, Louisiana

Vincent Fouchi

Sewerage and Water Board of New Orleans
New Orleans, Louisiana

Chad Lavoie

Sewerage and Water Board of New Orleans
New Orleans, Louisiana

Joseph Sensebe

Arcadis
Kenner, Louisiana

Bhaskar Kura

University of New Orleans
New Orleans, Louisiana

AWWA Officers

John Donahue

President

Gene Koontz

President-Elect

David Rager

Treasurer

James Chaffee

Immediate Past-President

**Big Bold Changes
are headed west at
ACE15 in
Anaheim, California!**

- **NEW Professional Program Days!**
- **NEW Exposition Days!**
- **NEW Complimentary President's Reception on Wednesday!**

AWWA Educational Programs

www.awwa.org/conferences

AWWA/WEF Utility Management Conference

February 17–20, 2015
Austin, Texas

AMTA/AWWA Membrane Technology Conference & Exposition

March 2–6, 2015
Orlando, Florida

Sustainable Water Management

March 15–18, 2015
Portland, Oregon

Annual Conference & Exposition (ACE15)

June 7–10, 2015
Anaheim, California

Water Infrastructure Conference & Exposition

October 13–16, 2015
Bethesda, Maryland

Water Quality Technology Conference and Exposition

November 15–19, 2015
Salt Lake City, Utah

eLearning—Education Straight From the Source

www.awwa.org/education

AWWA's eLearning program is an online tool for water industry professionals. This eLearning program offers training, professional development, and continuing education units (CEUs) via the Internet. Learn on your own time and at your own individual pace. For more information, visit www.awwa.org/elearning.

Distance Learning Webinars

AWWA webinars deliver valuable content to your desktop, with focused topics for executives, management, operations and maintenance, engineering and construction, and your entire team. The webinar program helps your utility explore new solutions while interacting with water industry presenters during the LIVE webinar.

View the webinar packages and options at www.awwa.org/webinars.

Awards

Recipients of Golden Spigot Award

2014	Brent Alspach
2013	Paul Swaim
2012	Jennifer Baldwin Robert Bergman
2011	Patricia Klonicki James Malley
2010	Christopher Hill
2009	Rebecca Hoffman
2008	Andrea Dietrich Thomas Speth
2007	David Hartman Kerry Howe
2006	Joseph Jacangelo
2005	Djanette Khiari
2004	Jennifer Clancy Irwin "Mel" Suffet
2003	James Lozier Eva Nieminski
2002	Charles Hertz
2001	Charlotte Smith Gerald Connell
2000	Gary Burlingame
1999	Marilyn Marshall
1998	Patricia McGlothin
1997	David Rexing

Water Science & Research Division Volunteer Recognition Award

2014	Fernando Rosario-Ortiz
------	------------------------

General Information

AWWA Bookstore

Location: Elite Hall Foyer

Visit the AWWA Bookstore, where you will find technical and scientific books, utility operations manuals, training videos, and more, created solely for water professionals. All conference attendees and exhibitors (members and nonmembers alike) receive AWWA member prices on orders placed during the conference.

Book Talk

Location: New Orleans Convention Center

The Chlorine Revolution

Tuesday, November 18

Come hear Mike McGuire, author of *The Chlorine Revolution*, discuss the legal and engineering challenges behind the start of the chlorine revolution in New Jersey in the early 1900s. The book talk will be held at 6:30 p.m., Tuesday, November 18, in the New Orleans Convention Center, in conjunction with the Annual Meeting of the American Public Health Association. Meet in the lobby of the Hyatt at 6:00 p.m. if you would like to join the group walking to the Convention Center. Afterward, join the Water For People Friend Raiser (see page 12 for more details).

Committee Meetings

A list of committee meetings is available on page 40 of this program. Refer to the addendum for possible changes.

Communication Equipment Etiquette

As a courtesy to presenters and other attendees, please silence your mobile device when you are in a workshop or technical session. If necessity dictates that your communication device should be left on, please sit near an exit, and if you need to answer a call, leave the session room for your conversation. Thank you~

Conference Proceedings

Conference proceedings are included as part of the full-conference registration. You should have received an electronic copy of the proceedings prior to attending the conference. If you did not, please stop by the registration desk.

Continuing Education Credit Information

Questions? Contact the AWWA Continuing Education and Training Coordinator, Leah Bang, at Lbang@awwa.org.

Continuing Education Units (CEUs)

AWWA is pleased to offer attendees CEUs. To be awarded an AWWA CEU Certificate of Completion, use the complimentary Attendee Time & Attendance CEU Record available at the registration counter. Be sure to pick up a Record prior to attending training, as you will need to provide it to AWWA room monitors at the conclusion of each session. CEUs are available for technical sessions, workshops, and Exhibit Hall Education Sessions. Please read all of the instructions on the Record.

CEUs

Professional Development Hours (PDHs)

AWWA provides a complimentary Attendee Time & Attendance PDH Record available at www.awwa.org/ceupdh. Only use the Record if your licensing agency will accept manual documentation. If you need Certificates of Completion, please follow the instructions under (CEUs). Certificates are not provided for PDHs as licensing agencies can convert CEUs into PDHs (.1 CEU = 1 PDH).

PDHs

Exposition

Location: Elite Hall, Lower Level

Make sure you visit the Exposition, where you will find a specialized exhibit hall designed and customized to cater to water quality professionals. Refreshment breaks, lunches, and receptions will all take place in the exhibit hall.

Sunday, November 16

Open	4:00–6:00 p.m.
Networking Reception	5:00–6:00 p.m.

Monday, November 17

Open	9:30 a.m.–1:15 p.m. 2:45–6:30 p.m.
Refreshment Break	9:30–10:15 a.m.
Luncheon	11:45 a.m.–1:15 p.m.
Exhibit Hall Education Sessions	12:15–1:00 p.m.
Refreshment Break	2:45–3:30 p.m.
Networking Reception	5:00–6:30 p.m.

Continued . . .

Tuesday, November 18

Open	9:45 a.m.–1:30 p.m.
Refreshment Break	9:45–10:30 a.m.
Luncheon	noon–1:30 p.m.
Exhibit Hall Education Sessions	12:15–1:15 p.m.

Stop by and say “thanks!” to these longtime WQTC supporters:

20+ Years Exhibiting:	Booth
Calgon Carbon Corporation	403
Chemtrac, Inc.	200
Hach Company	206
IDEXX Laboratories, Inc.	201
Shimadzu Scientific Instruments Inc.	900
Thermo Scientific	1000
Water Research Foundation	209

15+ Years Exhibiting:	
Degremont Technologies	909
Eurofins Eaton Analytical	1100
Leopold—A xylem brand	300
s::can Measuring Systems	1001
Trojan Technologies	204

10+ Years Exhibiting:	
Accelerated Technology Laboratories, Inc.	903
AMCO Clear Water Analysis: A Division of GFS Chemicals, Inc.	405
Fluid Imaging Technologies	701
GE Analytical Instruments	1004
Intuitech, Inc.	400
Pall Life Sciences	800
SolarBee/GridBee (Medora Corp. Brands)	306
USEPA – NHSRC	409
Waters Technologies Corporation	307

Top 10 Reasons to Visit the WQTC Exhibit Hall

1. **Influence the Future.** Exhibitors rely on your feedback and knowledge of the industry to make product improvements and develop new technology. YOU drive the products of the future.
2. **Coffee!** Yes, we do have coffee in the exhibit hall during the morning breaks on Monday and Tuesday.
3. **Learn Something!** Visit a new company booth each day—learn what services they provide and what sort of research they are involved in.
4. **Support the Conference.** Keep WQTC coming back strong. Exhibitors help support the conference—some have been coming for more than 25 years!
5. **A multitude of interesting and educational poster presentations** are available for viewing during all open exhibit hours!
6. **Dedicated Exhibit Hall Hours.** Enjoy unopposed exhibit time Monday and Tuesday! Our dedicated hours are designed to provide WQTC attendees with more time—free from interruption or schedule conflicts—in the exhibit hall.
7. **Drinks and snacks at TWO Networking Receptions.** Attached to your badge are drink tickets for both Sunday and Monday evening receptions in the exhibit hall.
8. **Be the First to Know!** WQTC exhibitors are constantly developing new ideas to assist the water quality industry. Find out what's on the horizon.
9. **Gifts for Home.** You know the kids love it when you bring home the squishy booth giveaways!
10. **Network and Make Some Contacts!** Meeting new people enriches your conference experience and expands your professional reputation.

Exhibit Hall Education Sessions

Meet at exhibit hall entrance at noon.

Sessions will take place in each presenting company's booth space. Attendees will check in with an AWWA staff guide, and the guide will direct attendees to each booth. Each company will have an expert available to present product or solution information for 15 minutes. ALL registered conference attendees are welcome to attend the Exhibit Hall Education Sessions. This includes Exhibits-Only registrants, providing an excellent educational opportunity and chance to earn CEUs.

A circular logo with the text "CEUs" inside.

Monday, November 17 **12:15–1:00 p.m.**

WaterTrax Inc.—Booth 404

SmarterData Management: How You Can Manage Water Quality Data Easily & Accurately With WaterTrax

Waters Technologies Corporation—Booth 307

Analysis of Toxins Produced by Cyanobacteria using Ultra-Performance Liquid Chromatography-Tandem Mass Spectrometry (UPLC/MS/MS)

Abraxis, LLC—Booth 309

Cyanotoxins—Monitoring & Threat Assessment in Source and Finished Drinking Water

Tuesday, November 18 **12:15–1:15 p.m.**

SePRO Corporation—Booth 905

Cyanobacteria – Action Threshold Strategy for Controlling Taste, Odor and Toxins in Source Water

Hydro-Guard by Mueller Co.—Booth 904

Smart Flushing Technology Improves Water Quality and Conserves Resources

Kupferle Foundry Company—Booth 1109

Harnessing the Power of Water to Improve Quality

Utility Service Co. Inc.—Booth 304

A Holistic Sustainable Approach to Distribution System Water Quality Management

Internet Access

Wifi is complimentary in the following areas: main lobby, Vitascope, and Starbucks. Guests may purchase a guestroom and meeting room Internet package through their in-room television. Look for the “premium package,” which is \$19.95 per night.

Luncheons

Exhibit Hall

Monday, November 17 11:45 a.m.–1:15 p.m.

Tuesday, November 18 noon–1:30 p.m.

Your conference badge is your pass into the luncheons. Monday and Tuesday luncheons are included in full-conference and one-day registrations.

Membership Booth

Location: Elite Hall Foyer

Visit the AWWA membership booth for literature on our latest programs, membership, education offerings and publications.

Networking Receptions

Exhibit Hall

Sunday, November 16 5:00–6:00 p.m.

Monday, November 17 5:00–6:30 p.m.

One complimentary drink ticket will be provided with your badge for each reception. Light hors d'oeuvres will be served and additional beverages will be available for purchase. The receptions are a great place to network with other water quality professionals and to explore new technologies in the exhibit hall, all in a relaxed and informal atmosphere.

New Attendee Overview

Location: Strand 12B

Sunday, November 16 4:30–5:00 p.m.

If you are new to this conference, the water industry, or AWWA, please plan to attend this informative session. Learn how to maximize your conference experience and develop lasting connections.

Photo and Information Release

Photographs may be taken at the conference. By registering for this event, you agree to allow AWWA to use your photo in any AWWA-related publication or website.

Important information continued on page 11 . . .

Registrants may receive show related and promotional emails from WQTC exhibitors. AWWA uses a third party for this service, and at no time was your email address disclosed to exhibitors.

Poster Technical Sessions

Posters are available for viewing during all open exhibit hours. Authors will be available for questions and answers at their poster sessions as follows:

Monday, November 17 9:45–10:45 a.m.

PST01 – Water Treatment Solutions

3:00–4:00 p.m.

PST02 – Distribution Systems, Risks, and
Disinfection By-Products

Tuesday, November 18 10:00–11:00 a.m.

PST03 – Water Resources, Contaminants, and
Means to Detect Them

Presenter Ready Room

Location: Strand 4

Available daily to prepare in a quiet environment. This room is unattended and no equipment is provided. If you need assistance, please visit the registration desk. Speakers should check in at registration as soon as possible upon arriving at the conference.

Recordings

The preparation of audio or video recordings is strictly prohibited, at all times, for any purpose.

Registration

Location: Elite Hall Foyer Level 1

Saturday, November 15 noon–5:00 p.m.

Sunday, November 16 7:30 a.m.–6:00 p.m.

Monday, November 17 7:30 a.m.–6:30 p.m.

Tuesday, November 18 7:00 a.m.–5:00 p.m.

Wednesday, November 19 7:00 a.m.–3:30 p.m.

Everyone attending the conference must register and wear a badge. Your badge is your admission pass to the technical sessions, luncheons, exposition, and receptions.

Spouse/Guest Registration

The spouse/guest registration fee is \$35 and includes admission to the exhibits and the Monday reception. Spouse/Guest registration does not include admission to the workshops or luncheons.

Student Best Paper Awards

Location: Foster 2

Wednesday, November 19 5:05–5:15 p.m.

Two \$1,500 awards will be awarded and students, along with their advisors, will be recognized at a special award ceremony. Please come and encourage these future water professionals!

2013 Student Award Recipients:

Caitlin Proctor

Virginia Tech

Advisor: Amy Pruden

Paper/Presentation: *Effect of Pipe Material, Organic Carbon and GAC Filtration on Opportunistic Pathogen Regrowth in Premise Plumbing*

Otto Schwake

Arizona State University

Advisor: Morteza Abbaszadegan

Paper/Presentation: *Survival and Nutritional Requirements for Legionella in Environmental Waters*

Student and Young Professional Events

SUN03 Career Boot Camp for Students

Sunday, November 16

1:00–5:00 p.m.

\$25 member student rate | \$40 nonmember student rate – on-site registration welcome!

Review basic hiring processes of engineering firms, state agencies, and manufacturers. Participants will be able to practice networking skills and discover what employers are looking for in potential employees. Find out how you can become an ideal candidate for a position in the water industry.

Speed Networking

Monday, November 17 5:00–6:30 p.m.

Join us at Monday's Exhibit Hall Reception (look for the signs!) at this fast-paced networking session. Attendees will meet one-on-one with water industry leaders, AWWA committee members, mentors, and peers. You'll have 5 to 10 minutes for each session, when the bell rings you'll move along to another introduction. This is a great way to meet a lot of people in a short amount of time. Be sure to bring your business cards.

Water Industry Peer-to-Peer Lunch

Exhibit Hall A

Tuesday, November 18 noon–1:30 p.m.

Join other students and Young Professionals in a separate seating area during the luncheon in the exhibit hall. Look for the signage. At each table, students and young professionals will be joined by water industry leaders from consulting firms, manufacturing firms, utilities, government agencies. AWWA leaders will facilitate conversations at each of the tables. It is your turn to ask these seasoned professionals: Why they work in water? What's the best advice they ever got? What's the most exciting project they've worked on? This is a great way to meet industry leaders in a casual setting.

Student Best Paper Awards

Wednesday, November 19 5:05–5:15 p.m.

Room: Foster 2

Throughout the conference AWWA volunteers will be judging student presentations and posters. Winners will be recognized at a special award ceremony. The two top papers win cash prizes of \$1,500. Be sure to attend to learn if your paper was selected as the Best Student Paper.

Technical Tour Information

Separate registration fees are required for the tours, and because of heightened security restrictions, tickets must have been purchased in advance. All Technical Tours are on Thursday, November 20, and will depart from and return to The Hyatt Regency New Orleans—in the tunnel departure area, which is located right next to the Front Desk on the lobby level. Please arrive 15 minutes prior to scheduled tour time.

T1 Carrollton Water Purification Plant

7:45 a.m.–noon

T2 St. Bernard Water Treatment Plant

7:45 a.m.–noon

T3 Drainage Pumping Station 6

7:45 a.m.–noon

Water For People “Friend Raiser” Event

Tuesday, November 18 5:00–8:00 p.m.

Rusty Nail (short cab ride or walk from the Hyatt)
1100 Constance Street
New Orleans, LA 70130

No ticket purchase necessary.

Cash bar, snacks, music, and camaraderie ... join us for a good cause!

Workshops

Sunday workshops are not included in the full registration and are at an additional cost. No one will be admitted to a workshop without a Sunday workshop number on his or her badge.

WQTC 2015 Local Host Booth

Elite Hall Foyer

Join us next year in Salt Lake City! Be sure to visit the Local Host booth for travel and tourist information for beautiful Utah!

Technical Program

Sunday, November 16, 2014 Workshops

SUN01

Taste, Odor, and Toxins: Evaluation and Response to Cyanobacteria Occurrence in Source Water

Track: Microbiology

Located offsite. Meet at hotel's tunnel exit at 7:45 a.m. Bus departs at 8:00 a.m., and will return by 5:30 p.m.

8:30–5:00 p.m.

Moderator: *Rhonda Duncan*

Smells weird? Tastes bad? Dangerous? This workshop focuses on Cyanophyte/Chrysophyte algae issues for water utilities. Included are MIB/Geosmin studies of taste/odor events, and new chemical treatment responses/dosing. Learn about long-term assessment of taste/odor compounds, correlation of phytoplankton populations/counting methods, hands-on use of probes to measure algae compounds to determine algal blooms, updated Cyanophyte taxonomy, and hands-on microscopic algae identification/counting.

Participants in this workshop will be able to

- 1.) Understand updated taxonomy on Cyanobacteria, factors underlying occurrence of Cyanobacteria, and their effect on water quality.
- 2.) Explain the use of instrumental probes and microscopes for determination of occurrence, identification, and enumeration of Cyanobacteria and other algae.
- 3.) Explore techniques for long-term monitoring and response to algal blooms, and taste, odor, and toxicity events.

8:00 **Bus Leaves Hotel**

8:30 **Introduction**

8:45 **A Winter Taste-and-Odor Event From
Anabaena in Columbus, Ohio**
*Roderick Dunn, City of Columbus Water
Division*

9:05 **Phytoplankton and Odor Compounds
of the McAlpine Pool of the Ohio River,
a Ten-Year Assessment**
*Roger Tucker, Louisville Water Company,
Nicole Estes*

9:25 **Fluorescence Probes for Real-Time
Management of Cyanobacterial Blooms in
Drinking Water Treatment Plants**
*Sarah Dorner, Ecole Polytechnique
De Montreal*

9:45 **Break**

10:00 **Demonstration-use of Probes in Real
Water Samples. Hands-on Use of Probes,
Including Calibration**

noon **Lunch**

1:00 **A Tale of Two Utilities: Correlation of Algal
Count and Utility Operations**
*Elizabeth Turner, North Texas Municipal
Water District*

1:20 **Chrysoophytes: Emerging Toxin Producers**
James Wee, Loyola University

1:40 **Recent Changes in Cyanobacteria
Taxonomy**
Andy Chapman, CyanoLab

2:00 **Well Slide With Glycerin Phytoplankton
Identification and Enumeration Method**
Dennis Hill, Des Moines Water Works

2:20 **Hands-on Use of Probes, Including
Calibration and Working With Fluorescence
Units and Their Relationship to Cell
Number**

4:30 **Wrap-Up/Questions–Presenters/Microscopist
Load bus for return to hotel.**

Sunday, *continued*

SUN02

***Naegleria fowleri* Testing Laboratory Set-up Workshop**

Track: Disinfection By-products/
Lab Methods Monitoring

Room: Strand 12B

8:30 a.m.–12:30 p.m.

Moderator: *Marilyn Marshall*

This workshop is designed for utilities and water quality laboratory personnel interested in the logistics of setting up a laboratory for testing for *N. fowleri*, the free-living pathogenic amoeba in water systems.

- 8:30 Overview of Workshop**
Marilyn Marshall, Marshall Consulting
- 8:35 The Epidemiology and Occurrence of *N. fowleri***
Jennifer Clancy, Corona Environmental Consulting
- 9:15 Water Sampling Protocol Design**
Vincent Hill, Center for Disease Control and Prevention
- 10:00 Break**
- 10:15 CDC Protocol for the Detection of *N. fowleri* in Water Samples**
Randi McCuin, Corona Environmental Consulting
- 11:30 Q&A Period**

SUN03

Career Boot Camp for Students

Track: Water Resources Sustainability

Room: Strand 12A

1:00–5:00 p.m.

Moderator: *Lindsey Geiger*

During this workshop, attendees will learn about basic hiring processes of engineering firms, state agencies, and manufacturers. Participants will be able to practice networking skills and discover what employers are looking for in potential employees. Find out how you can become an ideal candidate for a position in the water industry.

Learning Objectives:

- 1.) **Develop the necessary skills to prepare a professional resume that stands out among others.**
- 2.) **Describe techniques to use to enhance one's own interviewing skills.**

- 3.) **Identify five skills you will need to be a water industry leader.**
 - 4.) **Create a list of ten industry personnel who will be part of a personnel network.**
- 1:00 Welcome, Introduction**
Lindsey Geiger
- 1:15 Differentiate Your Resume and Get the Interview**
Lisa Cookmeyer, Chief Executive Officer and Partner, Trigon Associates
- 2:00 Interviewing: Tips & Tricks & Techniques**
Elaine McClain, New Orleans Sewerage & Water Board
- 3:00 Break**
- 3:15 Top Ten Skills You'll Need to Be a Future Water Industry Leader**
Elisa Speranza, Chief Communications Officer, CH2M HILL
- 4:15 Networking: Why It Matters & How It's Done**
Enoch Nicholson, AWWA YP Committee Member
- 4:50 Moving Forward: What's Next in Your Job Search!**
Lindsey Geiger

**WELCOME
RECEPTION!**
Sunday, November 16
5:00–6:00 p.m.
Exhibit Hall

Monday, November 17, 2014 Morning

OGS

Opening General Session

Track: Keynote Session

Room: Empire B

8:30–9:30 a.m.

The Opening General Session will highlight the 40th anniversary of the Safe Water Drinking Act and will feature David LaFrance, AWWA's Chief Executive Officer, and Peter Grevatt, Chief of USEPA's Office of Ground Water and Drinking Water, in a discussion on AWWA's Total Water Solutions™.

8:30 Local Welcome

8:35 Marcia St. Martin
New Orleans Water and Sewerage Board,
Retired—Creation of the NOWS Board

8:50 Keynote Address
David LaFrance, American Water Works Association; *Peter Grevatt*, USEPA Office of Water

9:20 Planning Committee Chair
Rebecca Hoffman, University of Wisconsin, Madison, Wisconsin State Laboratory of Hygiene

Dedicated Exposition Time and Refreshment Break

9:30–10:15 a.m. Coffee Served

PST01

Water Treatment Solutions

Track: Poster Sessions

Exhibit Hall

9:45–10:45 a.m.

Understanding Breakpoint Chlorination and Free Chlorine Residual Methods in High-pH Waters

Bradley Suedbeck, CH2M HILL Applied Sciences Laboratory, *Timothy Maloney*, *Ashley Wille*

Treatment of Worm-Infested Biological Rapid Sand Filters

Sarah Christensen, Technical University of Denmark, DTU Environment, *Hans Albrechtsen*

Biological Processes in Advanced Drinking Water Treatment

Wim Hoogenboezem, Het Waterlaboratorium, *Bram Martijn*

Surface Roughness Impacts on Particle Removal by Granular Media Filtration

Chao Jin, *Carolyn Ren*, *Tom Glawdel*, *Monica Emelko*

Microbial Pesticide Degradation Processes in Rapid Sand Filters for Treatment of Groundwater for Drinking Water Production

Mathilde Hedegaard, DTU Environment, *Hans Albrechtsen*

Manual of Practice for Regulatory Approval of RO Membranes

Justin Sutherland, Carollo Engineers, *Donald DeMichele*, *Shane Walker*, *Tom Seacord*, *Erika Mancha*

The Effect of Influent Nutrient Conditions and Biofiltration Pretreatment on Membrane Biofouling

Hyeongki Lee, *R. Scott Summers*

Quantification and Removal of Metals via Activated Carbons From Municipal and Agricultural Waste

Kari Brisolara, LSUHSC School of Public Health

Welcome to the Real World – Predicting Full-Scale GAC Performance From Pilot and Bench-Scale Studies

Katie Walker, HDR Engineering, Inc., *Hector Ortiz*, *Mark Graves*

Variations of Superfine Powdered Activated Carbon Produced by Bead Milling for Trace Contaminant Absorption

Erin Partlan, *Yiran Ren*, *Kathleen Davis*, *Onur Apul*, *Olin Mefford*, *Tanju Karanfil*, *David Ladner*

Monday, *continued*

Granular Activated Carbon Media: A Case Study on the Pros / Cons of Iron Bacteria Residency

Christopher Silke, Wright-Pierce

Are You Sure You Have the Rated Capacity?

Yong Wang, City of Houston, Hanh Pham

Evaluating all the Options: Optimizing Existing Residuals Treatment Processes and Planning and Designing Improved Facilities

Damon Roth, EE&T, Inc., Richard Gullick

Attachment and Detachment of Nanoparticles in Granular Media Filtration

Ijung Kim, University of Texas at Austin, Desmond Lawler, Boris Lau, William Hockaday

Assessing the Feasibility of IEX as a Pretreatment to UV/H₂O₂ Advanced Oxidation Applications

Mohammad Mahdi Bazri, University of British Columbia, Siva Sarathy, Madjid Mohseni

Sustainable Removal of DBP Precursors and Nitrate Through Optimizing Regeneration in the Suspended Ion Exchange Process

Harrison Roakes, Erik Koreman, James Malley

CFD Modelling and Pilot Evaluation of Three-Phase Flow Hydrodynamics in Dissolved Air Flotation

Babak Lakghomi, University of Toronto, Ronald Hofmann, Yuri Lawryshyn

Settling and Filter Aid Polymer Evaluation Strategies and Results for Surface and Groundwater Treatment Systems

Enoch Nicholson, CH2M HILL, Bichvan Boyles

Evaluation of Activated Starch Polymers as an Alternative to Polyacrylamide in Ballasted Flocculation

Mathieu Lapointe, Benoit Barbeau

A Comprehensive Comparison of Ferric Chloride and PACL in the Areas of Filter Performance, Organics Removal, and Cost

Kirk Nowack, ARCADIS US, Inc., Matthew Miller

New Data on *Cryptosporidium* Removal Using Slow Sand Filtration

Pierre Kwan, HDR Engineering, Inc.

UV Lamp Aging Is Predicted by Direct Measurement of UV Transmittance

Mark Heath, Carollo Engineers, Harold Wright, Alos Schmalwieser

Should Fluence (UV Dose) Be Replaced by Photon Fluence in Photochemical and Photobiological Analyses?

James Bolton, Bolton Photosciences, Inc., Ian Mayor-Smith, Karl Linden, Mihaela Stefan

Stimulation of Nitrification in Biological Rapid Sand Filters for Drinking Water Treatment by Trace Metals

Florian Wagner, Technical University of Denmark, Peter Nielsen, Carson Lee, Karolina Tatari, Rasmus Boe-Hansen, Hans Albrechtsen

Quenching H₂O₂ by GAC Following UV-H₂O₂ Treatment: The Impact of Biofilm

Arash Zamyadi, Anmol Singh, Jane Bonsteel, Ronald Hofmann

Monday, *continued*

MON01

Balancing Water Quality and Supply: Now and Into the Future

Track: Water Resources Sustainability

Room: Empire D

10:15–11:45 a.m.

Moderator: *Rachel Watts*

10:15 Optimally Managing Water Resources in Large River Basins for an Uncertain Future

Paul Conrads, USGS SC Water Science Center, Edwin Roehl

10:45 Is all Water Conservation Created Equal: Effect of Source Water Quality on Life Cycle Impacts of Drinking Water Production

Stephanie Kino Ishii, Treavor Boyer

11:15 Water Quality System Integration for Accepting Desalinated Seawater: A Bench-Scale Investigation

Sun Liang, Metro Water District of Southern California, Monica Tirtadidjaja, Joyce Lehman, Karen Scott

MON02

Manganese Removal From Groundwater

Track: Inorganics

Room: Strand 12A

10:15–11:45 a.m.

Moderator: *William Clunie*

10:15 The Impacts of Legacy Manganese in Distribution Systems

Philip Brandhuber, HDR Engineering

10:45 Sustainable Manganese Removal from Groundwater Through Aeration–Rapid Sand Filtration: Advantages and Problems

Jantinus Bruins, Branislav Petrusevski, Yness March Slokar, Maria Kennedy

11:15 Filtration Rewilding for Iron and Manganese Removal

Andrew Reid, CDM Smith, Thora Burkhardt, Donald Thompson, Alan LeBlanc, Erik Grotton

MON03

UV Technology and Experience in Small System

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Foster 2

10:15–11:45 a.m.

Moderator: *Christine Cotton*

10:15 Implementing Ultraviolet (UV) Disinfection for Treatment of Groundwater for Small and Medium-Sized Utilities

Traci Brooks, Carollo Engineers, Harold Wright, Mark Heath, Linda Hills, Jeffrey Adams

10:45 Challenges in Designing a UV-LED Reactor for Disinfection: Why CFD Should Be Your Best Friend

Richard Jenny, North Carolina State University, Joel Ducoste

11:15 Disinfection Alternatives for Small Communities in Puerto Rico

Craig Patterson, USEPA, Graciela Toro, Harvey Minnigh, Cristina Maldonado, Rajib Sinha

MON04

Analytical Method Performance

Track: Disinfection By-products/Lab Methods Monitoring

Room: Strand 12B

10:15–11:45 a.m.

Moderator: *Linda Geddes*

10:15 Performance-Based Analytical Method for Determination of 1,4-Dioxane and 1,3-Dioxolane in Water Treatment Systems

Lee Yoo, Orange County Water District, Mike Wehner, Lily Sanchez, Anny Lau, Prem Parmar

10:45 Rapid Wastewater Presence Detection in Sources of Drinking Water Using Fluorescence Spectroscopy

Nicolas Peleato, Robert Andrews, Raymond Legge

11:15 List 3 Monitoring Under Unregulated Contaminant Monitoring Rule 3 (UCMR3)

Sandhya Parshionikar, USEPA, Shay Fout, Yury Shtarkman

Monday, *continued*

MON05

Disinfectant Loss in Distribution Systems; Fundamental Reactions and Real-World Simulation

Track: Distribution

Room: Empire C

10:15–11:45 a.m.

Moderator: *David Wahman*

10:15 Evaluating In-Situ Reactions of Chlorine and Chloramines at the Surface of Copper and Iron Using Microelectrodes

Woo Hyoung Lee, University of Central Florida, *David Wahman*, *Darren Lytle*, *Jonathan Pressman*

10:45 Microelectrodes-Based Investigation of the Impacts of Water Chemistry on Copper and Iron Corrosion

Jennifer Liggett, University of Cincinnati, *Dionysios Dionysiou*, *Darren Lytle*, *Jonathan Pressman*, *David Wahman*

11:15 Accuracy of Real-Time Distribution System Models for Predicting Field-Scale Tracer and Chlorine Transport

Yeongho Lee, Greater Cincinnati Water Works, *James Uber*, *Verna Arnette*, *Sam Hatchett*, *Haishan Piao*, *Stu Hooper*, *Jeff Swertfeger*

STS01

Communicating Drinking Water Quality

Track: Regulatory/Security & Risk/
Emergency Response

Room: Strand 13

10:15–11:45 a.m.

Moderator: *J. Alan Roberson*

10:15 An Overview on Communicating With Public About Drinking Water Quality

J. Alan Roberson, American Water Works Association

10:45 Getting the Message Right: Tuning Into Consumer Beliefs and Disambiguating Consumer Concerns

Gabriella Rundblad, Kings College London, Dept. of Education and Professional Studies

11:15 Counting on Water: A Tale of Two Cities

Nancy Stalker, City of Calgary, *Jeanne Bennett-Bailey*

STS02

Getting Ready for LT2ESWTR Round 2 Monitoring

Track: Microbiology

Room: Empire B

10:15–11:45 a.m.

Moderator: *Steve Via*

10:15 Integrating *Cryptosporidium* Laboratory Oversight into Existing State Certification/Accreditation Programs

Carrie Miller, Technical Support Center, USEPA Office of Water

10:45 USEPA LT2: Lab Perspective

Richard Danielson, Biovir Laboratories, Inc., *Paul Warden*, *Bradley Eldred*

11:15 Organizing Sampling for Round 2

Scott Alpert, Hazen and Sawyer, P.C., *Erik Rosenfeldt*

LUNCHEON
Monday, November 17
11:45 a.m.–1:15 p.m.

EXHIBIT HALL
EDUCATION SESSIONS
12:15–1:00 p.m.

Monday, November 17, 2014

Afternoon

MON06

Metals, Bugs, and Organics: The Regulatory Melting Pot

Track: Regulatory/Security & Risk/
Emergency Response

Room: Strand 12B

1:15–5:00 p.m.

Moderator: *J. Alan Roberson*

- 1:15 Development of AWWA's Contaminant Candidate List 4 (CCL4) Recommendations**
Craig Adams, Utah State University, J. Alan Roberson, Jeffrey Rosen, Ryan Bench
- 1:45 1,4-Dioxane in North Carolina Surface Water: Occurrence Data and Regulatory Framework**
Detlef Knappe, North Carolina State University
- 2:15 An Assessment of Potential Impacts From Changes to the Lead and Copper Rule**
Sean Chaparro, Malcolm Pirnie, the Water Division of Arcadis, Christopher Hill, Rebecca Slabaugh, Roger Arnold
- 3:30 New in Company Limit and Threshold Values for the Water Quality: An Impact Analysis**
Ron Jong, Vitens NV, Thomas De Jong, Ger Giesbers, Johan Driessen
- 4:00 Cost of Performing Assessments Under the Revised Total Coliform Rule: US and UK Comparison**
Kathryn Ellis, Bernadette Ryan, Claire Thom, Catherine Biggs, Vanessa Speight
- 4:30 Enough Is Enough. How Many SOC Non-Detects Does It Take to Be Meaningful?**
Charles Hertz, Aqua Pennsylvania Inc., Frank Medora, Craig Hudson, Colleen Arnold, Michael Pickel

MON07

Source Change Impact on Water Quality (Part 1 of 2)

Track: Water Resources Sustainability

Room: Empire B

1:15–2:45 p.m.

Moderator: *Frederick Bloetscher*

- 1:15 Beginning of a New Era, The Legacy of Open Reservoirs in Seattle**
Wyllie Harper, Seattle Public Utilities, Cheryl Capron
- 1:45 Mint Farm Regional Water Supply City of Longview, Washington**
Amy Blain, City of Longview, Melinda Friedman
- 2:15 Use of Monitoring, Bench-Scale, and Pipe Rig Studies to Solve a Pipe Destabilization Mystery—City of Longview, Washington**
Melinda Friedman, Confluence Engineering Group, LLC, Stephen Booth, Amy Blain, Michael Hallett, Andrew Hill

MON12

What's in Your Source Water? National and Regional Issues (Part 2 of 2)

Track: Water Resources Sustainability

Room: Empire B

3:30–5:00 p.m.

Moderator: *Frederick Bloetscher*

Continued from MON07 - Source Change Impact on Water Quality (Part 1 of 2)

- 3:30 Hydraulic Fracturing: Developing Water and Oil and Gas Sector Partnerships**
John Whittler, Water Research Foundation, John Albert
- 4:00 Radioactive Fallout in Water Supplies: What Water Utilities Need to Know**
Joseph Drago, Kennedy/Jenks Consultants
- 4:30 Cyanobacteria Toxin and Cell Propagation Through Seven Lake Erie Treatment Plants During the 2013 Bloom Season**
Nicholas Dugan, USEPA, Darren Lytle, Heath Mash, Toby Sanan, Melissa Kohn

Monday, *continued*

MON08

Monitoring for Pathogens and Indicators

Track: Microbiology

Room: Strand 13

1:15–5:00 p.m.

Moderator: *Yone Akagi*

- 1:15 Anti-Adhesive Membrane Coating for Virus Concentration Prior to Rapid Detection**
Hang Shi, Elodie Pasco, Irene Xagorarakis, Merlin Bruening, Volodymyr Tarabara
- 1:45 Pepper Mild Mottle Virus as an Indicator of Enteric Viruses in Groundwater**
Charles Gerba, Univ. of Arizona Program in Microbiology, Walter Betancourt, Masaaki Kitajima, Julia Regnery, Jorg Drewes
- 2:15 Source Tracking of Wastewater in an Urban Canal: A Novel Approach Combining Fecal Indicators in Water and Sediments**
Natasha McQuaid, Ecole Polytechnique De Montreal, Helene Guerineau, Sarah Dörner, Annie Carriere, Sebastien Sauve, Mariam Hajj-Mohamad, Michelle Prevost
- 3:30 Detection and Quantification of Microorganisms in Recreational and Potable Water in Hawaii by High-Volume Ultrafiltration Method**
Marek Kirs, University of Hawaii, Elizabeth Kearns, Sonia Magana, Daniel Lim, Roger Fujioka
- 4:00 Development of a Fecal Source Tracking Tool-Box Using Chemical and Microbial Markers**
Stacey Helming, New York State Department of Health, Jacqueline Lendrum, Ellen Braun-Howland
- 4:30 Quantitative Monitoring of Biological Stability in Drinking Water Distribution Systems**
Emmanuelle Prest, Tu-Delft, Joline El-Chakhtoura, Frederik Hammes, Pascal Saikaly, M.C.M. van Loosdrecht, Hans Vrouwenvelder

MON09

Hexavalent Chromium Treatment: Implementation and Research

Track: Inorganics

Room: Empire C

1:15–5:00 p.m.

Moderator: *Philip Brandhuber*

- 1:15 Practical Considerations for Chromium-6 Treatment**
Tarah Henrie, California Water Service Co., Chad Seidel, Craig Gorman, Shreya Ramesh
- 1:45 Hexavalent Chromium Treatment Using New Ion Exchange Resins and Adsorptive Media**
Xueying Wu, Nicole Keon Blute, Charles Cron, Ramon Abueg, Greg Imamura, Kenny Chau
- 2:15 Hybrid Nano-Metal and Anion Exchange Resins for Simultaneous Treatment of Hexavalent Chromium and Arsenic**
Mac Gifford, Arizona State University, Paul Westerhoff, Kiril Hristovski
- 3:30 Ultrapure Hexavalent Chromium Treatment for Residential Supply**
Brent Alspach, ARCADIS, David Eberle, Danielle Starring, Jeff McCarthy
- 4:00 Novel Use of Bicarbonate-Form Anion Exchange to Remove Common Drinking Water Inorganic Contaminants**
Yue Hu, Jerrine Foster, Treavor Boyer
- 4:30 Hexavalent Chromium: Ion Exchange Resins for Passive Sampling & Treatment**
Alexandra Brynn Bowen, CDM Smith, Paul Westerhoff, Mac Gifford, Dylan Lisan

Monday, *continued*

MON10

Optimizing Treatment Technologies for CEC's

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Strand 12A

1:15–2:45 p.m.

Moderator: *Richard Sakaji*

- 1:15** **Evaluation Criteria for Selection of IEX Resins for NOM Removal**
Mohammad Mahdi Bazri, University of British Columbia, Madjid Mohseni
- 1:45** **Oxidation and Analysis of Cyanotoxins in Drinking Water**
Yingbo Guo, Metropolitan Water District of Southern California, Rich Yates, Paul Rochelle, Sun Liang
- 2:15** **Impacts of WTP Processes on Algae and Algal Toxins**
Lee Odell, CH2M HILL

Dedicated Exposition Time and Refreshment Break
2:45–3:30 p.m.

MON11

UV New Validation Efforts and Large Utility Case Studies

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Empire D

1:15–5:00 p.m.

Moderator: *Matthew Valade*

- 1:15** **Validation of *Aspergillus* Spores for Achieving Virus Credit for UV Reactors**
Brian Petri, Trojan Technologies, Varun Gandhi, Harold Wright, Stewart Hayes, Steve McDermid, Po-Shun Chan
- 1:45** **Validation and Regulatory Implications for UV Reactors in Series Accounting for Different Hydraulics Through Two Identical Reactors**
Yuri Lawryshyn, University of Toronto, Ronald Hofmann
- 2:15** **Action Spectra Correction Factors for *Cryptosporidium* and Adenovirus Inactivation Credit With Medium Pressure UV Di**
Harold Wright, Carollo Engineers, Karl Linden, Christine Cotton
- 3:30** **Understanding MP Low-Wavelength Disinfection: LADWP Full-Scale Testing of Low- Wavelength Effects**
James Collins, ARCADIS U.S., Inc. Christine Cotton, ARCADIS, Kurt Wells
- 4:00** **Balancing Public Health Risk Reduction and Costs for Cincinnati's UV Disinfection Operation**
Ramesh Kashinkunti, Greater Cincinnati Water Works, Deborah Metz, Maria Meyer, Harold Wright, Chris Schulz
- 4:30** **UV System Retrofit Provides Virus Inactivation Credit for the City of Houston**
Mark Heath, Carollo Engineers, Harold Wright, Paul Walker, Andrew Molly

Monday, *continued*

STS03

Real World Experiences Managing Drinking Water Quality in Hospitals and Other Buildings

Track: Distribution

Room: Foster 2

1:15–5:00 p.m.

Moderator: *Darren Lytle*

- 1:15** ***Legionella* in My Water: History and Path to Prevention**
Janet Stout, VA Medical Center
- 1:45** **Environmental *Legionella* Testing for Protecting Public Health**
Claressa Lucas, CDC
- 2:15** **Regulatory Perspectives on Premise Plumbing Water Quality**
Cesar Cordero, USEPA
- 3:30** **Experience Operating a Hospital as a Regulated Public Water System**
Jeff Swertfeger, Cincinnati Water Works,
Mariano Haensel
- 4:00** **Monitoring Water Chemistry and Inorganic Parameters**
Simoni Triantafyllidou, USEPA,
Christy Muhlen, *Darren Lytle*
- 4:30** **Monitoring Microbiological Parameters**
Mark Rodgers, USEPA (MCCB)

**Dedicated
Exposition Time and
Refreshment Break
2:45–3:30 p.m.**

**Networking Reception
5:00–6:30 p.m.**

**Join us in the
Exhibit Hall!**

MON13

THM and HAA Strategies for Control and Regulatory Compliance

Track: Disinfection By-products/Lab
Methods Monitoring

Room: Strand 12A

3:30–5:00 p.m.

Moderator: *Michael Hotaling*

- 3:30** **Removal of Chlorination and Chloramination By-products Precursors in a Full-Scale UF Drinking Water Treatment Plant in Russia**
Ekaterina Vasyukova, Technische Univ. Dresden, *Alexander Abe*, *Demitri Allerdings*, *Gerrit Foerster*, *Wolfgang Uhl*
- 4:00** **Modeling the Effect of Water Age on Disinfection By-product Formation in Recirculating Distribution Systems**
Brigham Moore, *Aaron Dotson*
- 4:30** **Moving Towards On-Line, Real-Time Monitoring of Haloacetic Acids at Concentrations Relevant to Drinking Water Utilities**
Paul Simone, Foundation Instruments,
Gary Emmert, *Christina Henson*

PST02

Distribution Systems, Risk, and Disinfection By-products

Track: Poster Sessions

Exhibit Hall

3:00–4:00 p.m.

Establishing Minimum Free Chlorine Residual Concentration for Microbial Control in a Drinking Water Distribution System

Graham Gagnon, *Jennie Rand*, Acadia University School of Engrg., *Alisha Knowles*

Autogenous In-Situ Repair of Leaking Copper and Iron Pipes in Potable Water

Min Tang, Virginia Tech,
Simoni Triantafyllidou, *Marc Edwards*

Monday, *continued*

Long-Term Variations in Drinking Water Microbiology in a Dutch Full-Scale Distribution System

Emmanuelle Prest, Tu-Delft, Joline El-Chakhtoura, Frederik Hammes, Pascal Saikaly, M.C.M. van Loosdrecht, Hans Vrouwenvelder

Water Quality Driven Renovation of Networks: Cheaper and Better

Jan Vreeburg, KWR Watercycle Research Institute

Biological Stability of Drinking Water: Impact of Distribution and Network Flushing

Joline El-Chakhtoura, Delft University of Technology, Emmanuelle Prest, Pascal Saikaly, Frederik Hammes, M.C.M. van Loosdrecht, Hans Vrouwenvelder

Temporal Study of Biofilm and Corrosion Products in Simulated Water Distribution Network

Steven Cummins, Mohd Yahya Khan, Youngwoo Seo

Strategies for Simultaneous Monitoring of Regulated and Non-Regulated Disinfection By-products in Small Systems

Stephanie Guilherme, Laval University, Manuel Rodriguez

Impacts of Sequestration, Ammonium Reagent, and Source Water Blending on Chloramine Stability

Ruqiao Shen, CH2M HILL Canada, Laura Meteer, Susan Andrews

Effect of Pipe Deposits on Chlorine Decay and Trihalomethane Formation in Drinking Water Distribution Systems

Pei Hua, Technische Universität Dresden, Ekaterina Vasyukova, Wolfgang Uhl

Managing Total Trihalomethanes With an Aeration System

Iwen Tseng, Los Angeles County Waterworks Districts, Tae Joon Kim, Kenneth Hudnell, David Summerfield

Programmatic Treatment Strategies for the Control of Iron, Manganese, and DBPs

Lynn Williams, William Persich

Achieving Stage 2 DBPR Compliance Through System Optimization and Efficient Use of Post-Filtration GAC: A 5-Year Case Study

Amanda Williams, Peter Thompson

Disinfection By-product Challenges Associated With Converting From Chloramination to Free Chlorine Disinfection

Peter D'Adamo, HDR Inc.

The Value of Water: How to Communicate With Your Customers

Nushat Thomas, USEPA

Online Monitoring of Microorganisms Using Real-Time Sensors

Samendra Sherchan, University of Arizona

Microbial Water Quality in Clean Water Tanks Following Inspection and Cleaning

Sarah Christensen, Technical University of Denmark, DTU Environment, Anne Esbjorn, Hans Albrechtsen

Predictive Capability of Disinfection By-products Models

Treavor Boyer, University of Florida, Evan Ged

Streamlining Water Quality Data Workflows for Operational Awareness

Yeongho Lee, Greater Cincinnati Water Works, Paul Hauffen

Tuesday, November 18, 2014 Morning

EBTUE

Coping With Petroleum Pipelines in Your Source Water

Room: Strand 13

7:15–8:00 a.m.

Moderator: *Robert Morgan*

7:15

Introduction

Robert Morgan, Beaver Water District

7:30

Pipelines: Assessing the Risks to Public Health and Water Supplies

Darcia Routh, Arkansas Department of Health

7:45

Critical Infrastructure and Coexistence: Source Water Protection, Drinking Water Systems & Pipelines

Lisa Ragain, Aqua Vitae

TUE00

Implementing Direct and Indirect Potable Reuse

Track: Water Resources Sustainability

Room:

Empire C

8:15 a.m.–noon

Moderator: *Glen Boyd*

8:15

Implementing Direct Potable Reuse in the Arid Southwest: El Paso's Advanced Purified Water Treatment Plant

Caroline Russell, Malcolm Pirnie/Arcadis,
Gilbert Trejo, *Corin Marron*, *George Maseeh*,
John Balliew

8:45

Balancing Engineered Storage, Monitoring, and Redundant Treatment in Direct Potable Reuse— Perspectives From WRRF and Big Spring

Austa Parker, Carollo Engineers,
Eva Steinle-Darling, Carollo Engineers,
R. Trussell, *Andrew Salveson*

9:15

Control of Regulated and Unregulated Contaminants in Ozone-BAC-UV Indirect Potable Reuse Systems

Benjamin Stanford, Hazen & Sawyer, P.C.,
Enrique Vadiveloo, *Allison Reinert*,
Erik Rosenfeldt, *Tara VanEyck*

10:30

Investigation of DBP Formation Control and Indirect Potable Reuse: A New Mexican Experience

Pierre Kwan, HDR Engineering, Inc.

11:00

Project WRF-09-06B: New Techniques for Real-Time Monitoring of Membrane Integrity for Virus Removal

Val Frenkel, *EKI*, *Erlar & Kalinowski*,
Yoram Cohen

11:30

Aquifer Recharge as a Cost Effective Alternative Water Supply Strategy

Frederick Bloetscher, Florida Atlantic
University

TUE01

Bromide, Bromate, and Chlorate Occurrence, Formation, and Control

Track: Inorganics

Room: Strand 12B

8:15 a.m.–noon

Moderator: *David Hilmo*

8:15

Factors Affecting Degradation of Chlorinated, Brominated, and Iodinated Disinfection By-products

SM Shamimur Rahman, *Ibrahim Abusallout*,
Guanghui Hua

8:45

Impacts of Bromide From Coal Plants on Disinfection By-products

David Cornwell, EE&T, Inc., *Nancy McTigue*,
Richard Brown, *Katherine Graf*

9:15

Reduction of Halo-Oxide Disinfection By-products Using Aqueous Phase Plasma Discharge Processes

Vickram Lakhian, McMaster University,
Sarah Dickson

10:30

Chlorate Occurrence, Formation, and Control

Kenan Ozekin, Water Research
Foundation

11:00

Incorporating Modeling With Operational Controls to Reduce Chlorate in Washington, D.C.

Alexander Gorzalski, *Anne Spiesman*,
Tenkasi Viswanathan

11:30

The Successful Story of Utilizing IOCS for Adsorptive Arsenic Removal From Groundwater With High Arsenic Concentration

Branislav Petrusevski, UNESCO-IHE Institute
of Water Education, *Yness Slokar*, *M. Tasic*,
Casper Van Ommen, *Jacques Van Paassen*

TUE02

Harnessing the Power of Strong Oxidants in Water Treatment

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Strand 12A

8:15 a.m.–noon

Moderator: *Jeff Neemann*

- 8:15 Bromate Formation Differences Between Ozone Dissolution Systems**
Eric Wert, Southern Nevada Water Authority, Bill Mundy, Kerwin Rakness, Julia Lew, Glenn Hunter
- 8:45 Identifying Operational Constraints for Microcystin Destruction by Ozonation**
Gemma Charlebois, Monica Emelko, Tim Walton, Leigh McDermott
- 9:15 Development of a Model to Support the Design and Operation of Ozone and Chlorine Oxidation Processes Against Toxic Cyanobacteria**
Arash Zamyadi, Lucila Coral, Robert Daly, Benoit Barbeau, Michelle Prevost
- 10:30 NDMA Formation Potential Control With Chlorine Dioxide and/or Chlorine Oxidation**
Tanju Karanfil, Clemson University, Habibullah Uzun, Daekyun Kim
- 11:00 Bench-Scale Testing of Chlorine Dioxide for Implementation at a 32-mgd Water Treatment Plant**
Joseph Wong, Brown and Caldwell, Ana Corti, William Faisst, Walter Pease, Jason Moser
- 11:30 Effects of Nanostructured TiO₂ Photocatalytic Materials Exposed to Simulated Solar Light on NOM Degradation and Membrane Fouling**
Stephanie Gora, University of Toronto—Civil Engineering Dept., Susan Andrews

TUE03

Biological Treatment: A Solid Approach in Drinking Water

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Foster 2

8:15 a.m.–noon

Moderator: *Khalil Atasi*

- 8:15 Best Practices From Biofiltration Knowledge Base**
Jason Carter, Arcadis US, Inc., Jess Brown, Chance Lauderdale
- 8:45 A Novel Metric for Monitoring Biofilm Stress**
Dave Scott, City of Toronto
- 9:15 Advances in Determining Biological Contactor Performance—Lessons Learned**
Brian MacDonald, CH2M HILL – OMI, Richard Giani, Kerry Meyer, Bill Bellamy, Timothy Suydam
- 10:30 Magnetic Powdered Activated Carbon as an Alternative Adsorbent in a Biological Drinking Water Treatment Process**
Kim Lompe, Ecole Polytechnique de Montreal, David Menard, Benoit Barbeau
- 11:00 Biofiltration Performance: Evaluation and Optimization for the Removal of Organic Carbon and Genotoxicity**
Liz Taylor-Edmonds, Drinking Water Research Group, Laura Meteer, Robert Andrews
- 11:30 Application of DNA Stable Isotope Probing to Examine Competitive Growth of AOA and AOB in Biological Activated Carbon Filtration**
Ikuro Kasuga, The University of Tokyo, Jia Niu, Fotoshi Kurisu

**Dedicated
Exposition Time and
Refreshment Break
9:45–10:30 a.m.**

**Luncheon in
Exhibit Hall
noon–1:30 p.m.**

Tuesday, *continued*

TUE04

Monitoring: Practices and Pitfalls

Track: Disinfection By-products/Lab Methods Monitoring

Room: Strand 13

8:15 a.m.–noon

Moderator: *Kimberly Kunihiro*

- 8:15 Chemical Properties of 4-Methyl-Cyclohexane Methanol (MCHM) for Assessing Fate, Transport and Human Exposure**
Andrea Dietrich, Virginia Tech, Amanda Sain, Jody Smiley, Megan Ahart, Robert Scardina, Daniel Gallagher
- 8:45 Slicing and Dicing the UCMR3 Data**
Andrew Eaton, Eurofins Eaton Analytical
- 9:15 WaterRF 04364—Putting Monitoring Data to Positive Use**
Matthew McFadden, HDR Engineering
- 10:30 Continuous Improvement of Precision and Accuracy of Online Water Quality Measurements**
Jeffrey Rosen, Corona Environmental Consulting, LLC, Timothy Schurmann, Ralph Rogers, Timothy Bartrand, Rita Kopansky
- 11:00 High Resolution, In-Situ Monitoring of Microbial Dynamics in Drinking Water Systems With Fully Automated Online Flow Cytometry**
Michael Besmer, Eawag Duebendorf, Frederik Hammes
- 11:30 Use of Online Optical Sensors for DBP Control**
Allison Reinert, Hazen and Sawyer, Benjamin Stanford, Benjamin Wright, David Reckhow, William Becker

TUE05

What Is Living in our Pipes and Why?

Track: Distribution

Room: Empire D

8:15 a.m.–noon

Moderator: *Megan Roberts*

- 8:15 Metagenomic Insights Into Bacteria That Dominate Drinking Water Microbial Communities.**
Lutgarde Raskin, University of Michigan, Ameet Pinto, Daniel Marcus, Greg Dick, Lutgarde Raskin
- 8:45 Characterization of Drinking Water Distribution System Biofilm Communities Using Next-Generation Illumina Sequencing of 16S rRNA**
Christa Gomez, Raymond Hozalski, Timothy LaPara
- 9:15 Microbiome Composition of Standardized Premise Plumbing Rigs: Comparing Effect of Pipe Material and Water Chemistry**
Pan Ji, Virginia Tech, Jeffrey Parks, Marc Edwards, Amy Pruden
- 10:30 How Water Characteristics and Operational Conditions Can Govern the Microbial Ecology of Biofilms in Drinking Water Networks**
Isabel Douterelo, The University of Sheffield, Martin Jackson, Clodagh Solomon, J.B. Boxall
- 11:00 Uncertainties Associated With the Characterization of Bulk Water Bacterial Communities in Drinking Water Systems**
Ameet Pinto, University of Glasgow, Quyen De Los Santos, University of Glasgow, Oliver Blakemore, Joanna Davies-Schroeder, William Sloan
- 11:30 Short-Term Variations in the Bacterial Community of a Dutch Drinking Water Distribution System**
Joline El-Chakhtoura, Delft University of Technology, Emmanuelle Prest, Pascal Saikaly, Frederik Hammes, M.C.M. van Loosdrecht, Hans Vrouwenvelder

STS04

**Emergency Response to Floods:
Lessons Learned From the
2013 Extreme Flood Events in
Alberta & Colorado**

Track: Regulatory/Security & Risk/
Emergency Response

Room: Empire B

8:15 a.m.–noon

Moderator: *Norman Neumann*

- 8:15** **Preparing for the “New Normal”**
Nancy Stalker, City of Calgary
- 8:45** **Enhancing Water Quality Monitoring and
Response During Extreme Flooding Events**
*Norma Ruecker, City of Calgary Water
Resources, Nancy Stalker, Chris Huston*
- 9:15** **Enhanced Disease Surveillance and MST**
*Norman Neumann, University of Alberta
School of Public Health, Sylvia Checkley,
Nicholas Ashbolt*
- 10:30** **The City of Loveland, Colorado, Flood
Experience**
Chris Matkins, City of Loveland
- 11:00** **Resilience and Renewal in Response to
Extreme Events: Lessons Learned**
*Jill Oropeza, Kevin Gerty, City of Fort Collins
Water Utility*
- 11:30** **Water Quality Analysis and Water
Treatment Plant Performance Evaluation
During 2013 Catastrophic Flooding in
Calgary, Alberta, Canada**
*Jian Fu Deng, The City of Calgary, Water
Quality Services, Kelsey Kundert, Mei Chen,
Norma Ruecker, Nancy Stalker,
John Jagorinec*

Dedicated Exposition Time and Refreshment Break

9:45–10:30 a.m. Coffee Served

PST03

**Water Resources, Contaminants,
and Means to Detect Them**

Track: Poster Sessions

Exhibit Hall

10:00–11:00 a.m.

**AWWA User Satisfaction Survey on the
USEPA CREAT 2.0 Tool**

*Adam Carpenter, American Water Works
Association, Lia Brune*

**The Car Wash Pilot Study: How Much
Could You Swallow?**

*Karin Leder, The Alfred Centre,
Gareth Roeszler, Water Research Australia
Limited, Martha Sinclair, Felicity Roddick,
Thang Nguyen, Oliver Jones, Joanne O’Toole,
Rory Wolfe*

**Monitoring and Adaptive Management of
Watershed Health in the Metro Vancouver
Region**

*Andjela Knezevic-Stevanovic,
Metro Vancouver*

**Mitigating Risks of Wildfire for Drinking
Water Systems: Results From Two
Research Workshops**

Chi Ho Sham, The Cadmus Group, Inc.

**Truly Integrated Water Planning for Long-
Term Water Supply and Sustainability**

*Sarah Clark, HDR Engineering, Bryon Wood,
Tricia Quigley*

**Fingerprint Your Organic Matter:
Treatability Assessment Using Advanced
Organic Characterization Technologies**

Qun He, Carollo Engineers

**The Utilization of Tangential Flow
Ultrafiltration and qPCR/RT-qPCR for the
Simultaneous Collection and Analysis of
Source Waters for Pathogenic Free Living
Amoebae and Enteric Viruses**

*Mitchell Stoker, Southern Nevada Water
Authority, Salvador Huerta, Alan Sims,
Wilbur Frehner, Chad Tyler*

**The Application of Adenosine-
Triphosphate Measurements for
Determination of Bacterial Viability in
Chlorinated Drinking Water**

*Alina Nescerecka, Eawag, Talis Juhna,
Frederik Hammes*

Tuesday, *continued*

Partnering to Develop a Blue Green Algal Surveillance Strategy for Lake Champlain Utilities

Michael Barsotti, Champlain Water District, Jim Desorda, Travis Sheldon, Matthew Cunningham, John Heald, Scott Flax, James Fay

Adhesion Kinetics of *Legionella pneumophila* onto Copper, PVC, and Biofilms Dependent on Cell Starvation and Surface Roughness

Yun Shen, University of Illinois at Urbana-Champaign, Dao Janjaroen, Lance Langer, Wen-Tso Liu, Nicholas Ashbolt, Thanh Nguyen

Management and Surveillance of *Naegleria* in the West Australian Water Distribution Network; Successes and Challenges

Kalan Braun, Water Corporation of Western Australia, Geoffrey Puzon, Matthew Bowman

***Campylobacter jejuni* Internalized in *Acanthamoeba polyphaga* Trophozoites Are Undetectable After Encystation of Host**

Rasha Maal-Bared, EPCOR, Brent Dixon, Diana Axelson-Olsson

Tracking Changes in Microbiological Water Quality During Drinking Water Treatment and Distribution

Emmanuelle Prest, Tu-Delft, Frederik Hammes, Hans Vrouwenvelder, M.C.M. van Loosdrecht

Multi-Contaminant Removal by Combined Ion Exchange Using Bicarbonate and Potassium as Mobile Counter Ion

Jerrine Foster, Yue Hu, Treavor Boyer

Historical Data of Total Dissolved Solids

Lauren McBurnett, Morteza Abbaszadegan

From Bench to Full Scale: A Water Utility's Approach to Compliance With the California Hexavalent Chromium MCL

Craig Gorman, Corona Environmental Consulting, Tarrah Henrie, Chad Seidel, Lifei Huang, Xue Li

Multi-residue Analysis of Pharmaceuticals and Personal Care Products in Water

Douglas Stevens, Waters Corporation, Stuart Oehrle

Photoelectrochemical Determination of Chemical Oxygen Demand for Model Organic Compounds and Raw and Treated Surface Waters

Amina Stoddart, Graham Gagnon

Development and Validation of an SPE-GC-MS/MS Taste and Odor Method for Analysis in Surface Water

Graham Gagnon, Dalhousie University, Elliot Wright, Heather Daurie

Take "Charge" of Your Chemistry—Implementation of Zeta, Streaming Current, and ORP Monitoring

Justin Brazil, Sweetwater Authority, Scott McClelland

Luncheon in Exhibit Hall

noon–1:30 p.m.

Exhibit Hall Education Sessions

12:15–1:15 p.m.

YP Peer to Peer Lunch in Exhibit Hall

noon–1:30

Tuesday, November 18, 2014

Afternoon

TUE06

Public Health Protection Through Risk Detection: Management and Communication

Track: Regulatory/Security & Risk/
Emergency Response

Room: Empire C

1:30–5:00 p.m.

Moderator: *Jeff Swertfeger*

- 1:30 Water Contamination: Would you Recognize the Signals?**
Steven Allgeier, USEPA, OGWDW, Water Security Division
- 2:00 Enhanced Online Water Quality Monitoring for Super Bowl XLVIII—Outcome and Lessons Learned**
Keith Carnick, United Water, *John Dyksen*, *John Reger*, *John O'Marra*
- 2:30 Building Laboratory Analytical Capability and Capacity Through Emergency Response Full-Scale Exercises**
Latisha Mapp, US Environmental Protection Agency-Ariel Ross Building, *Jennifer Scheller*
- 3:30 HACCP for Building Water Systems**
Carolyn Gilliland, NSF International
- 4:00 Comparing Microbial Risk and Chemical Risk Impacts in Drinking Water**
Stephen Hubbs, University of Louisville
- 4:30 Broadening the Dialogue on CECs and Public Health**
Alice Fulmer, Water Research Foundation, *Rula Deeb*, *Elisabeth Hawley*

TUE08

Chlorine Based Control of Exotic Microorganisms (Part 1 of 2)

Track: Microbiology

Room: Empire D

1:30–3:00 p.m.

Moderator: *Paul Rochelle*

- 1:30 Reduced Efficiency of Chlorine Disinfection of *Naegleria fowleri* in Pipe Wall Biofilm in Drinking Water Distribution Systems**
Haylea Miller, CSIRO Land and Water, *Jason Wylie*, *Guillaume Dejean*, *Anna Kaksonen*, *David Sutton*, *Kalan Braun*, *Geoffrey Puzon*
- 2:00 Chloramination for Quagga Mussel Control: Study and Full-Scale Implementation**
Julia Lew, Southern Nevada Water Authority, *Eric Wert*, *Todd Tietjen*, *Alan Sims*, *Dave Johnson*, *Richard Giltner*
- 2:30 Microbial Community Shifts Observed Following Changes in the Primary Oxidant at a Drinking Water Treatment Plant**
Connie Moloney, *Wen Zhang*, *Franck Carbonero*

Tuesday, *continued*

TUE13

Improving of Understanding of Microbial Risk (Part 2 of 2)

Track: Microbiology

Room: Empire D

3:30–5:00 p.m.

Moderator: *Paul Rochelle*

- 3:30 **Filter Challenge Studies: Improving Accuracy of Microbial Risk Modeling**
Joshua Elliott, Robert Andrews, Ian Douglas
- 4:00 **Evaluating the Risk From *Giardia* Occurrence in Source Waters Entering the City of Calgary Water Treatment Facilities**
Norma Ruecker, City of Calgary Water Resources, Mimi Cheung, Paul Mayberry, Nancy Stalker, Kelsey Kundert
- 4:30 ***Legionella* Prevalence for Utilities and Their High-Volume Water Users**
Susan Springthorpe, Centre for Research on Environmental Microbiology (CREM)

TUE09

Developments in the Use of Activated Carbon

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Strand 12B

1:30–5:00 p.m.

Moderator: *Todd Brewer*

- 1:30 **Predation and Transport of Persistent Pathogens in GAC and Slow Sand Filters: A Threat to Drinking Water Safety?**
Francoise Bichai, Yolanda Dullemond, Wim Hijnen, Benoit Barbeau
- 2:00 **The Effect of Dissolved Organic Matter, GAC Type and Temperature on Adsorption of CVOCs**
Tyler Dougherty, Dave Kempisty, R. Scott Summers
- 2:30 **Breakthrough of SOC_s in Water Treatment With Activated Carbon as Simulated Using Predicted Freundlich Coefficients**
Irene Slavik, Technische University Dresden, Wolfgang Uhl, Hilmar Boernick, Eckhard Worch

3:30

Effects of Natural Organic Matter on Contaminant Removal by Superfine Powdered Activated Carbon Coupled
Mengfei Li, David Ladner

4:00

Treatment of the Cyanotoxin Anatoxin-A via Activated Carbon Adsorption
Silvia Vlad, Sigrid Peldszus, William Anderson, Peter Huck

4:30

Robustness of an MP UV/H₂O₂-GAC Multibarrier Against Emerging Contaminants
Bram Martijn, PWN Technologies, Joop Kruilhof

TUE10

Taste and Odor: Customer Perspective and Biological Treatment

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Strand 13

1:30–5:00 p.m.

Moderator: *Pinar Omur-Ozbek*

- 1:30 **Removal of Taste- and- Odor Causing Compounds by UV/H₂O₂—Effect of Water Matrix**
Yness Slokar, Hohee Bang, K-Water, Giuliana Ferrero, Joop Kruithof, Paul Buijs, Maria Kennedy
- 2:00 **Investigation of the Performance of Pilot-Scale GAC Biofilters at Minneapolis Water Works for Taste- and- Odor Removal**
Jacqueline Strait, Timothy LaPara, Raymond Hozalski
- 2:30 **A Full-Scale Plant Trial Using Biofiltration to Remove Taste and Odor Causing Compounds**
Hua Jiang, Tulsa Metropolitan Utility Authority, Stefanie Hunter, Warren Williams, Roy Foster
- 3:30 **Development of a Water Treatment Process Reducing Chlorinous Odor and Infection Risk Assessment of the Treated Water**
Sadahiko Itoh, Kyoto University, Shinya Echigo, Satoshi Ishihara, Yusuke Hisamoto, Liang Zhou, Keita Matsudate

Tuesday, *continued*

- 4:00 **Cost Control Through Tiered Treatment: Variable Operational Strategy to Balance Episodic T&O Mitigation With DBP Control**
Justin Sutherland, Carollo Engineers, Greg Pope, Christopher Mattingly, Thomas Crowley, Amber Wooten
- 4:30 **Describing Odors: Understanding Differences Between Consumers and Utility Personnel**
Andrea Dietrich, Virginia Tech, Katherine Phetxumphou, Daniel Gallagher

TUE11

Disinfection By-product Formation and Control Strategies

Track: Disinfection By-products/
Lab Methods Monitoring

Room: Strand 12A

1:30–5:00 p.m.

Moderator: *Randy Moore*

- 1:30 **Disinfection By-product Formation From Chlorination of Biofilm in Simulated Water Distribution Systems.**
Mohd Khan, Steven Cummins, Youngwoo Seo
- 2:00 **Formation Control and Analysis of Oxyhalide Ions in Hypochlorite Solutions**
Yongtao Li, Eurofins Eaton Analytical, Inc., Joshua Whitaker, James Lovick
- 2:30 **Controlling Trihalomethane and Haloacetic Acid Formation with Photocatalytic TiO₂ Nanomaterials**
Aleksandra Sokolowski, Susan Andrews
- 3:30 **Controlling DBPs After the Plant—Air Stripping or GAC With Water Management in Small and Large Distribution Systems**
Mark Graves, HDR Engineering, Michael Urrutia, Lance Rothe
- 4:00 **Full-Scale Demonstration of THM Aeration Strategies: Results From WRF4441**
Chad Seidel, Corona Environmental Consulting, LLC, Amlan Ghosh, Harold Reed
- 4:30 **Minimizing Trihalomethanes and Their Mitigation Costs Using Automated On-line Monitoring for Process Mapping and Optimization**
Gary Emmert, The University of Memphis, Aaron Brown, Jeremiah York, Paul Simone

TUE12

Distribution System Nitrification: Why Does It Occur and What Do We Do Now?

Track: Distribution

Room: Foster 2

1:30–5:00 p.m.

Moderator: *Colleen Arnold*

- 1:30 **Cometabolism of Monochloramine by Distribution System Relevant Mixed Culture Nitrifiers**
Gerald Speitel, University of Texas at Austin, Juan Maestre, David Wahman
- 2:00 **Development and Application of a Nitrification Potential Index (NPI) for a South Texas Distribution System**
Ivan Luna, City of Corpus Christi, Texas, Waldy Fernandez-Lopez, Rachel Buck
- 2:30 **Success in the Sandbox: A Collaborative Approach to Drinking Water Distribution System Nitrification**
Melissa Billman, Fairfax Water, Beate Wright, Evelyn Mahieu
- 3:30 **Nitrification Monitoring and Control at the Portland Water Bureau: A Utility Case Study**
Kimberly Gupta, Portland Water Bureau, Yone Akagi
- 4:00 **Got Chlorine? Controlling Nitrification and Improving Chloramine Residuals in Metro-Boston's Distribution Systems.**
Betsy Reilley, MWRA
- 4:30 **Atomic Force Microscopy (AFM) for In-Situ Biofilm Surface Characterization During Free Chlorine and Monochloramine Exposure**
Stephanie Daniels, Oak Ridge Institute (ORISE), Jonathan Pressman, David Wahman

Tuesday, *continued*

STS05

Direct Potable Reuse for Sustainable Water Supply: Water Quality Considerations and Getting Through the Regulatory Framework

Track: Water Resources Sustainability

Room: Empire B

1:30–5:00 p.m.

Moderator: *Norman Neumann*

1:30 Brownwood, Texas: A Case Study of DPR Implementation

David Harris, City of Brownwood

2:00 Application of QMRA to Aid in Storage Buffer Sizing and Process Control for DPR Pathogen Control

Nicholas Ashbolt, University of Alberta

2:30 Virus Inactivation and Removal Across the Wastewater Treatment Train

Roberto Rodriguez, University of Colorado

3:30 Case Study on Pathogen Removal Efficiency Across the Treatment Train of a Tertiary Wastewater Treatment Facility

Norman Neumann, University of Alberta School of Public Health, Norma Ruecker, Nicholas Ashbolt

4:00 Panel Discussion

**Refreshment Break with Posters
Elite Hall Foyer, Level 1
3:00–3:30 p.m.**

**Wednesday, November 19, 2014
Morning**

EBWED

De Facto Reuse – What Is the Potential to Impact Water Treatment Plant Operations?

Room: Strand 13

7:15–8:15 a.m.

Moderator: *Steve Via*

7:15 National Trends—Where De Facto Reuse Is Occurring or Likely to Occur and Implications for Contaminant Occurrence
Jacelyn Rice

7:45 Latest Developments in Evaluating the Consequences of POTW Effluent on Downstream Water Supplies
Paul Westerhoff, Arizona State University

STS06

Balancing DBP and Microbial the Current State of the Science

Track: Regulatory/Security & Risk/
Emergency Response

Room: Foster 2

8:30–10:00 a.m.

Moderator: *Steve Via*

8:30 State of the Science: Bladder Cancer as a Driver for DBP Risk Management
Steve Hrudey, University of Alberta, Lab Medicine & Pathology

9:00 Exposure Assessment Issues
Stuart Krasner, Metro Water District of Southern California

9:30 Microbial Risk in Drinking Water
Nicholas Ashbolt, University of Alberta

Wednesday, *continued*

WED01

Assessment and Protection of Surface Waters

Track: Water Resources Sustainability

Room: Empire D

8:30 a.m.–noon

Moderator: *Bob Morgan*

- 8:30 Evaluating Leachability of Residual Solids From Hydraulic Fracturing in the Marcellus Shale**
Shekar Sharma, Gregory Boardman, Jeffrey Parks, Richard Hammack, Alexandra Hakala
- 9:00 Assessing Wildfire Impacted Source Water Quality and Treatability Through a Lab-Based Leaching Study**
Mandi Hohner, Kaelin Cawley, Pinar Omur-Ozbek, R. Scott Summers, Fernando L. Rosario-Ortiz
- 9:30 Identifying Potential Sources of Bacterial Loads in an Urban Stream (Antelope Creek, Lincoln, Nebraska)**
Allison Speicher, Darshan Baral, Bruce Dvorak, Xu Li, David Admiraal
- 10:30 Assessing Source Water Quality Variations in the Context of Land Use and Climatic Changes**
Ianis Delpla, Laval University—Chaire De Recherche En Eau Potable, Manuel Rodriguez
- 11:00 Identifying and Managing Impacts of Non-Point Source Pollution on Surface Water Quality**
Patrick Malone, Worcester Polytechnic Institute, Jeanine Plummer
- 11:30 Policy, Collaboration, Technology (PCT), Necessary Ingredients for Enhancing Source Water Quality**
Jerry Jones, Arcadis

WED02

Lead and Copper Theory vs. Real World

Track: Inorganics

Room: Empire C

8:30 a.m.–noon

Moderator: *Nicole Blute*

- 8:30 Ground Truthing the “Conventional Wisdom” of Lead Corrosion Control Using Mineralogical Analysis**
Michael DeSantis, USEPA, Michael Schock
- 9:00 Theoretical Lead and Copper Release Into Drinking Water Versus Reality: A Study of 13 Water Systems**
Abigail Cantor, Process Research Solutions, LLC
- 9:30 Home Plumbing Simulator for the Study of Copper and Lead Corrosion and Release, Disinfectant Demand, and Biofilm Activity**
Darren Lytle, USEPA Office Research and Development
- 10:30 Impact of Stagnation Patterns on Particulate and Dissolved Lead Release From Full and Partial Lists**
Elise Deshommes, Ecole Polytechnique of Montreal, Evelyne Doré, Polytechnique Montreal, Clement Cartier, Marc Edwards, Shokoufeh Nour, Laurent Laroche, Michelle Prevost
- 11:00 Field Evaluation of the Impact of Partial Lead Service Line Replacements on Lead Concentrations in Tap Water**
Elise Deshommes, Ecole Polytechnique of Montreal, Michelle Prevost, Shokoufeh Nour, Laurent Laroche, Dominique Deveau, Alicia Bannier
- 11:30 Meeting the Challenges of LCR at Louisville Water Company**
Xueqing Zhu, Louisville Water Company, Rengao Song, Emily Fritz, Chris Bobay, Jack Wang

10:00 a.m. and
3:00 p.m.

Refreshment Breaks
with
Poster Viewing
& AWWA Bookstore
Elite Hall Foyer
Level 1

Wednesday, *continued*

WED03

Innovations in AOPs for Emerging Contaminants

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Strand 12A

8:30 a.m.–noon

Moderator: *Karl Linden*

- 8:30 Staying Ahead of the Curve: Tucson Water's Management and Treatment of 1,4-Dioxane**
James Collins, ARCADIS US, Inc., Jeff Biggs, George Maseeh, Christine Cotton, James Dettmer
- 9:00 Advanced Oxidative Processes Treatment of Contaminated Water: Effects on Contaminant Degradation and Microbial Toxicity**
Rebecca Boyce Phillips, Ryan James, Mark Benotti, Matthew Magnuson
- 9:30 Influence of Water Chemistry and Temperature on the Efficiency of 185 Nm VUV Advanced Oxidation**
Laith Furatian, University of British Columbia, Dept. of Chemical Engineering, Madjid Mohseni
- 10:30 Removal of Contaminants of Emerging Concern From Drinking Water Using a New Generation of UV-Based AOP**
Mehdi Bagheri, UBC, Madjid Mohseni, University of British Columbia
- 11:00 Disinfection By-product Formation During Chlorine/Ultraviolet Advanced Oxidation Processes**
Andy Boal, MOIX Corporation, Aleksey Pisarenko, Benjamin Stanford, Erik Rosenfeldt, Shane Snyder, Susan Rivera
- 11:30 Inactivation of *Cryptosporidium parvum* by Photoelectrocatalytic Oxidation**
Kyana Young, University of Wisconsin at Madison, Rebecca Hoffman, Gregory Harrington

WED04

Nitrosamine Occurrence and Modeling Formation

Track: Disinfection By-products/Lab Methods Monitoring

Room: Strand 12B

8:30 a.m.–noon

Moderator: *Laura Meteer*

- 8:30 Survey of Nitrosamine Occurrence in North America**
Stuart Krasner, Metro Water District of Southern California, Shannon Leavey, Yichao Qian, Ruth Marfil-Vega, Zia Bukhari
- 9:00 Comprehensive Nitrosamine Occurrence Study in a Large-Scale Urban Water Treatment System**
Gwen Woods-Chabane, Bruce Hale, Zeke Campbell, Eric Dickenson
- 9:30 Identification of N-Nitrosamine Precursors in Natural Waters**
David Hanigan, Arizona State University, Michael Thurman, Imma Ferrer, Susan Andrews, Paul Westerhoff
- 10:30 Decision Tree on Controlling the Formation of Nitrosamines During Water Treatment**
Stuart Krasner, Metro Water District of Southern California, Janice Skadsen, Paul Westerhoff, William Mitch
- 11:00 Modeling NDMA Formation in Chloraminated Distribution Systems**
Shannon Leavey, Stuart W. Krasner, Irwin Suffet
- 11:30 Performance of Alternative Nitrosamine Analytical Method**
Chih-Fen Tiffany Lee, Metro. Water Dist. of Southern California, Matthew Prescott, Yingbo Guo, Stuart Krasner

Wednesday, *continued*

WED05

Identifying, Responding and Communicating About Opportunistic Pathogens

Track: Distribution

Room: Strand 13

8:30 a.m.–noon

Moderator: *Mark Rodgers*

- 8:30** **Limits of an AOC Reduction Approach for Distribution System Regrowth Control**
Caitlin Proctor, Amy Pruden, Marc A. Edwards
- 9:00** **Risk Assessment of *Legionella pneumophila* Amplification in Sanitary Hot Water Distribution Systems**
Emilie Bedard, Ecole Polytechnique Montreal, Stephanie Fey, Cindy Lalancette, Patrick Dolce, Celine Laferriere, Eric Deziel, Michelle Prevost
- 9:30** **Fungal Ecology and Presence of Potential Pathogenic Fungi in Hospital Hot Water System**
Xiao Ma, University of Pittsburgh, Julianne L Baron, Amit Vikram, Janet Stout, Kyle Bibby
- 10:30** **Effect of Water Quality in the Distribution System on Regrowth Potential of Opportunistic Pathogens in Premise Plumbing**
Hong Wang, Virginia Tech, Sheldon Masters, Marc Edwards, Joseph Falkinham, Amy Pruden
- 11:00** **Responding to Morbidity and Mortality Caused by Microbial Contamination of Sub-Tropical Queensland Healthcare Potable Water**
Alexander Mofidi, AECOM, Nicolas Massey, Deon Van Der Spuy, Peter Hillis
- 11:30** **Communication of Legionnaires' Disease Prevention and Control Using a Multi-Media Information Strategy**
Jennifer Clancy, Corona Environmental Consulting, Steve Via

WED06

Novel Treatment Technologies

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Foster 2

10:30 a.m.–noon

Moderator: *James DeWolfe*

- 10:30** **Novel Hybrid Ion Exchange/Catalyst Treatment System for Nitrate to Reduce Economic and Environmental Life Cycle Costs**
Allison Bergquist, University of Illinois–Urbana Champaign, Jong Kwon Choe, Timothy Strathmann, Charles Werth
- 11:00** **Treatment Selection Guidelines: Expanding Boundaries of DAF**
William Becker, Julie Herzner, Matthew Valade
- 11:30** **Synthesis of Hybrid TiO₂ Multi-Walled Carbon Nanotubes by Microwave and Sol Gel Application Methods**
John Bang, North Carolina Central University, Shawn Muslim

STS07

Naegleria fowleri: Ecology Risk and Responses to Emerging Pathogens in DW Systems

Track: Microbiology

Room: Empire B

8:30–noon

Moderator: *Charles Gerba*

- 8:30** **The Changing Epidemiology of *Naegleria fowleri*: Potential Implications for Water**
Jennifer Cope, Centers for Disease Control
- 9:00** ***N. fowleri* in Australian DWDS: Insight Into Their Presence, Persistence, and Ecology**
Geoffrey Puzon, CSIRO Land and Water
- 9:30** **Occurrence of *N. fowleri* and Thermophilic *Amoebae* in Ground, Surface, and Distributed Waters in Arizona**
Kelly Bright, The University of Arizona

Wednesday, *continued*

- 10:30 ***N. fowleri* in Premise Plumbing and Public Drinking Water Systems, LA 2011–2013**
Vincent Hill, Centers for Disease Control and Prevention
- 11:00 **Emergency Response to *N. fowleri* Detections in Louisiana**
Jake Causey, DHH/OPH/Engineering Services, *Chad Seidel*
- 11:30 **Perspectives on the Meaning of Detectable DS Residual and Implications for *N. fowleri* Control**
Jonathan Pressman, USEPA, *David Wahman*

Wednesday, November 19, 2014 Afternoon

WED07

Innovative Microbial Testing Methods

Track: Microbiology

Room: Strand 12B

1:30–5:00 p.m.

Moderator: *Patricia Klonicki*

- 1:30 **A QPCR-Based Analysis of Environmental Water Samples for *E. Coli* and Toxigenic *E. Coli***
Sharon Long, University of Wisconsin at Madison
- 2:00 **Metabolite Detection of *Naegleria* Species Using Ion Mobility Mass Spectrometry**
Geoffrey Puzon, CSIRO Land and Water, *Xingzhao Zhang*, *Brian Clowers*, *Herbert Hill*
- 2:30 **Strain-Level Characterization of *Legionella* Environmental Isolates via MALDI-TOF MS**
David Schwake, *Todd Sandrin*, *Lin Zhang*, *Morteza Abbaszadegan*
- 3:30 **Applicability of a New Biosensor for Rapid Detection and Monitoring of *E. Coli* in Drinking Water**
Nikou Hesari Zonouzi, *Absar Alum*, *Morteza Abbaszadegan*

- 4:00 **Efficient Detection of *Cryptosporidium* & *Giardia* in Water by LAMP**
Jerry Ongerth
- 4:30 **Comparison of *Cryptosporidium* Recovery Using USEPA Methods 1623 and 1623.1 and a Single-Laboratory Validated Method Modification**
Yone Akagi, Portland Water Bureau, *Zoe Rodriguez Del Rey*, *Ann Richter*

WED08

Membrane Fouling Mechanisms (Part 1 of 2)

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Empire D

1:30–3:00 p.m.

Moderator: *Brent Alspach*

- 1:30 **Mechanism of Osmotic Water Transport and Natural Organic Matter Fouling in Forward Osmosis Membranes: A Molecular Dynamics Study**
Linkel Boateng, University of South Carolina, *Jiyong Heo*, *Yeomin Yoon*, *Joseph Flora*
- 2:00 **Membrane Fouling Minimization by a Magnetic Ion Exchange (MIEX) Resin**
Panitan Jutaporn, *Philip Singer*, *Miguel Aria*, *Orlando Coronell*
- 2:30 **Nanofilter Fouling in Dual Membrane Plants Supplied by Surface Waters With High Dissolved Organic Carbon and Hardness**
Nicholas Svenda, University of Manitoba, *Beata Gorczyca*

WED10

Membranes: Unique Applications (Part 2 of 2)

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Empire D

3:30–5:00 p.m.

Moderator: *Brent Alspach*

Continued from WED08: Membrane Fouling Mechanisms (Part 1 of 2)

- 3:30** **Membrane Retrofit Provides Benefits for Expanding/Upgrading a Small Conventional Treatment Plant**
Richard Stratton, HDR
- 4:00** **Assessment of Ozonation and Biofiltration as a Membrane Pre-Treatment at a Full-Scale Treatment Plant**
Yulang Wang, Barbara Siembida-Losch, Jane Bonsteel, William Anderson, Peter Huck
- 4:30** **Efficient Chemical Cleaning of Carbon Nanotube Membranes for Sustainable, Decentralized Water Treatment**
Haiou Huang, Beijing Normal University, Yifei Wang

WED09

Ammonia and DBP Control by Biological Treatment

Track: Treatment (including Biological & UV/AOP/Ozone)

Room: Strand 13

1:30–5:00 p.m.

Moderator: *Kerry Meyer*

- 1:30** **Investigation of Biological Treatment for Ammonia Removal From Groundwater: Challenges, More Challenges, and Then Solutions**
Amlan Ghosh, Corona Environmental Consulting, Chad Seidel, Dawn White, Alex Chakmak
- 2:00** **Phosphorus Limitations of Nitrification in Biological Sand Filters for Drinking Water Treatment: A Study at 3 Different Scales**
Florian Wagner, Technical University of Denmark, Peter Nielsen, Carson Lee, Karolina Tatari, Rasmus Boe-Hansen, Hans Albrechtsen
- 2:30** **Diagnostics in Biological Rapid-Sand Filters Treating Groundwater—Governing Factors for Nitrification**
Hans Jorgen Albrechtsen, Technical University of Denmark, Arda Gulay, Barth Smets, Carson Odell Lee, Florian Benedikt Wagner, Karolina Tatari, Peter Nielsen
- 3:30** **Biofiltration in Water Reuse: Links Between Microbiology and NDMA Formation**
Benjamin Stanford, Hazen & Sawyer, P.C., Erik Rosenfeldt, Wendell Khunjar, Enrique Vadiveloo
- 4:00** **Influence of Coagulant Types on Bacterial Populations and Disinfectant By-product Formation Potential on a Biological Filter**
Susan Springthorpe, Centre for Research on Environmental Microbiology (CREM), Richard Kibbee, Alain Stintzi, Andy Campbell, Erin Gorman, Ian Douglas
- 4:30** **Comparison of NOM Removal by Full-Scale Conventional Biofiltration and Pilot-Scale Direct Biofiltration**
Ahmed El-Hadidy, Univ. of Waterloo Dept. of Civil & Environmental Engineering, Michele Van Dyke, Sigrid Peldszus, Peter Huck, Fei Chen, Brad Wilson, Jangchuk Tashi

Wednesday, *continued*

STS08

Charleston, West Virginia Chemical Spill

Track: Regulatory/Security & Risk/
Emergency Response

Room: Empire B

1:30–5:00 p.m.

Moderator: *Jennifer Clancy*

**1:30 West Virginia American Water Company's
Response to the Freedom Industry Spill
in Charleston**

Jeffrey McIntyre, West Virginia American
Water

**2:00 West Virginia Testing Assessment Project:
Elk River Chemical Spill**

Jeffrey Rosen, Corona Environmental
Consulting, LLC, *Craig Adams*,
Michael Dourson, *Jacqueline Patterson*

**2:30 Detection, Recognition, and Object Odor
Thresholds for Crude MCHM in Drinking
Water**

Michael McGuire, *Michael J. McGuire*, Inc.

**3:30 Independent Review of Toxicology
Literature on MCHM**

Craig Adams, Utah State University,
Jeffrey Rosen, *Andrew Whelton*,
Michael Dourson

**4:00 Perspectives From an Outsider,
Community Engagement, Pre- and
Post- Flush Plumbing Systems Water
Testing Results**

Andrew Whelton, Univ. of South Alabama

4:30 Panel Discussion

STS09

Quality of Water + Quality of Life

Track: Water Resources Sustainability

Room: Strand 12A

1:30–5:00 p.m.

Moderator: *Madeline Goddard*

**1:30 Three Dimensional Modeling of the Lower
Mississippi River**

John McCorquodale, University of New
Orleans

**2:00 Saltwater Intrusion in the Mississippi River
and the Implications of Water Supply**

Ioannis Georgiou

**2:30 Hydraulic Fracking: Applicable
Environmental Regulations and Water
Quality Challenges**

Steven Lacoste, Lee, Futrell & Perels LLP,
Bhaskar Kura

3:30 Lake Pontchartrain Water Quality

Andrea Bourgeois-Calvin, Lake Pontchartrain
Foundation

**4:00 Nano and Micro Technologies Applicable to
Water Purification**

Challa Kumar, Louisiana State University

**4:30 A Computer Aid to Clarifier Operation
and Design - 2Dc**

John McCorquodale, University of
New Orleans, *Enrique La Motta*

Wednesday, *continued*

STS10

Revising the Long-Term Lead and Copper Rule: Implications for Treatment

Track: Inorganics

Room: Empire C

1:30–5:00 p.m.

Moderator: *Richard Giani*

- 1:30 Long-Term Lead and Copper Rule: Issues and Path Forward**
Matthew Robinson, USEPA
- 2:00 Opportunities and Challenges in Redrafting LCR: A Utility Perspective**
Stephen Estes-Smargiassi, Mass. Water Resources Auth.
- 2:30 Optimized Corrosion Control—An Estimate of National Impact**
Rebecca Slabaugh, ARCADIS US, Inc., Christopher Hill, Sean Chaparro, Roger Arnold
- 3:30 Maintaining Control of Optimized Corrosion Control**
Richard Brown, Environmental Engineering and Technology, Inc.
- 4:00 Impact of Corrosion Control on Publicly Owned Treatment Works**
Margaret Rodgers, Cleveland Division of Water
- 4:30 Communication With Customers About LSLs**
Melissa Elliott, Denver Water

STS11

Research Information and Collection Partnership: Distribution System Update

Track: Distribution

Room: Foster 2

1:30–5:00 p.m.

Moderator: *Jian Zhang*

- 1:30 Overview of the RICP**
Gary Burlingame, Philadelphia Water Dept. Bureau of Lab Svcs.
- 2:00 Maintaining Hydraulic Integrity Through Pressure Management**
Mark LeChevallier, American Water, Jian Yang, Minhua Xu, Orren Schneider
- 2:30 Resuspension of Storage Tank Sediments**
Regan Murray, USEPA, Cliff Ho, Joshua Christian, Eric Ching, Lewis Rossman
- 3:30 Managing the Microbial Risks of Main Breaks**
Tim Thomure, HDR Engineering
- 4:00 Association of Pathogens With Biofilms in Drinking Water Distribution Systems**
Helen Nguyen, University of Illinois, Yun Shen, Wen-Tso Liu, Nicholas Ashbolt
- 4:30 Epidemiologic Study of Health Effects Associated with Low Pressure Events in the DS**
Vincent Hill, Center for Disease Control and Prevention, Julia Gargano, Elizabeth Adam, Chandra Schneeberger

Student Best Paper Awards

5:05–5:15 p.m.

Room: Foster 2

2014 Water Quality Technology Conference Committee Meetings

(As of October 1, 2014)

Biological Drinking Water Treatment Committee

Monday, November 17, 2014
noon–1:00 p.m.
Room: Foster 1

Coagulation & Filtration Committee

Monday, November 17, 2014
noon–1:00 p.m.
Room: Strand 3

Community Engineering Corps

Monday, November 17, 2014
7:30–8:15 a.m.
Room: Foster 1

Disinfection Committee

Monday, November 17, 2014
noon–1:30 p.m.
Room: Strand 2

Distribution System Water Quality Committee

Tuesday, November 18, 2014
7:00–8:30 a.m.
Room: Strand 1

Emerging Water Quality Issues Committee

Tuesday, November 18, 2014
5:30–6:30 p.m.
Room: Strand 1

Inorganic Contaminants Research & Inorganic Joint Committees

Monday, November 17, 2014
5:00–6:30 p.m.
Room: Foster 1

Joint Section Research Committee

Tuesday, November 18, 2014
noon–1:30 p.m.
Room: Strand 2

Membrane Processes Committee

Monday, November 17, 2014
5:30–6:30 p.m.
Room: Strand 1

Organic Contaminants Control Committee

Tuesday, November 18, 2014
5:00–6:00 p.m.
Room: Strand 6

Organic Contaminants Research Committee

Tuesday, November 18, 2014
noon–1:30 p.m.
Room: Strand 6

Organisms in Water & Microbiological Contaminants

Sunday, November 16, 2014
6:00–7:00 p.m.
Room: Strand 13

Source Water Protection Committee

Monday, November 17, 2014
5:30–7:00 p.m.
Room: Strand 2

Taste & Odor Committee

Monday, November 17, 2014
noon–1:00 p.m.
Room: Strand 6

Water Quality & Technology Division Trustees

Saturday, November 15, 2014
8:00 a.m.–3:00 p.m.
Room: Strand 2

Water Quality & Technology Division Trustees & Chairs

Tuesday, November 18, 2014
noon–1:30 p.m.
Room: Strand 3

Water Quality Laboratory Committee

Monday, November 17, 2014
5:30–7:00 p.m.
Room: Strand 3

Water Science & Research Division Trustees

Sunday, November 16, 2014
8:00 a.m.–5:00 p.m.
Room: Strand 3

Exhibitor Directory

(As of October 8, 2014)

Additional product/service information can be found online in the exposition tab.
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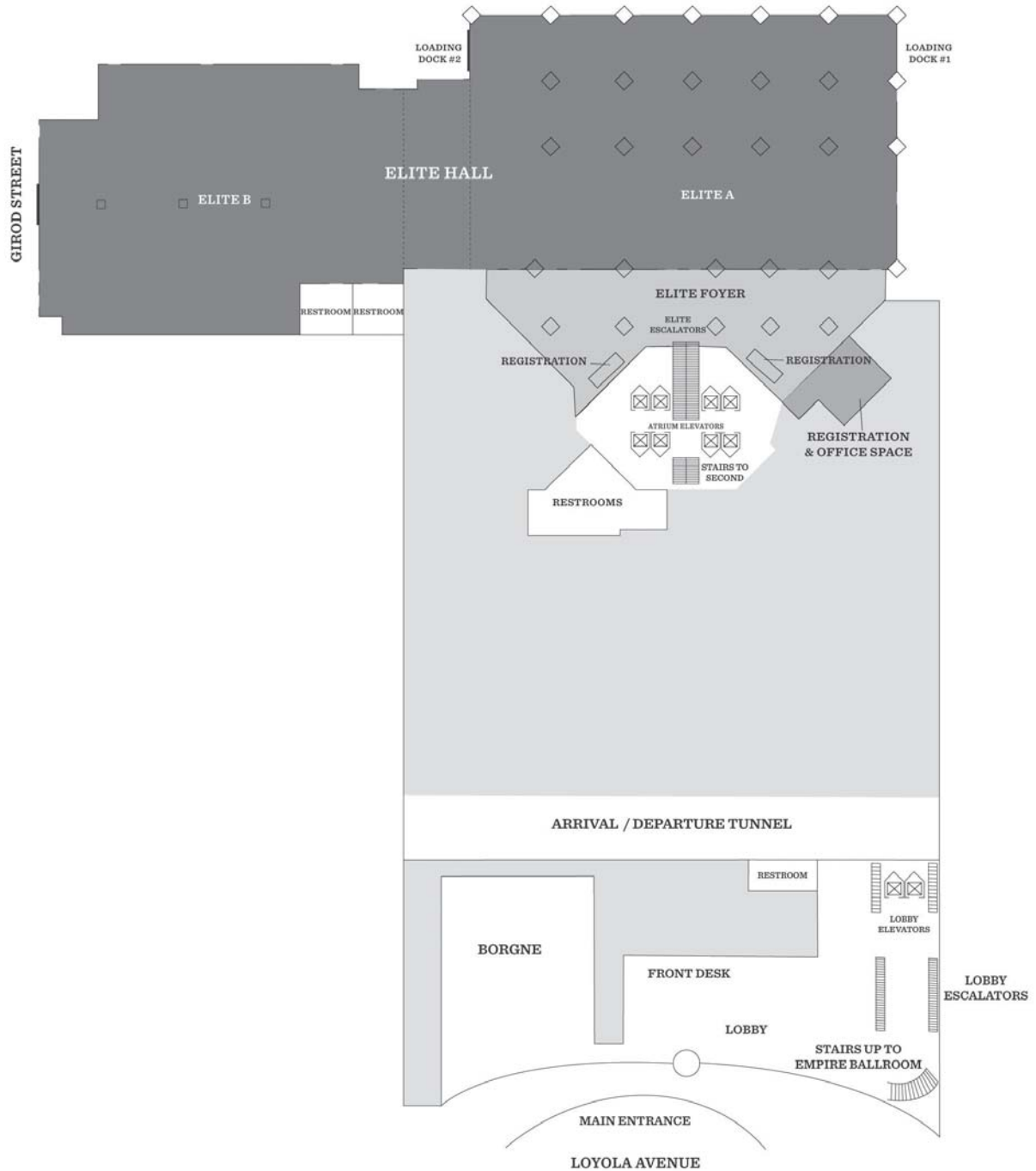
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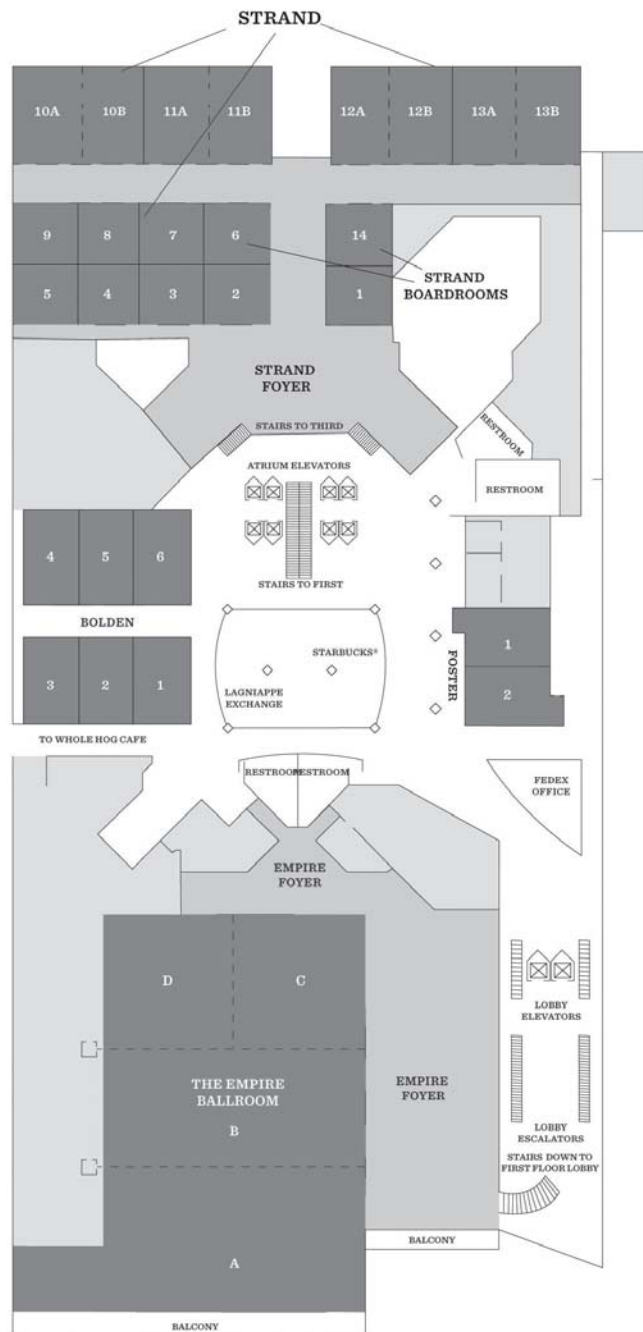
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WATER QUALITY

Technology Conference

November 16-20, 2014 | New Orleans, Louisiana

To register online, visit www.awwa.org/wqtc14, or complete this registration form and fax or mail with full payment or credit card information to:

AWWA | 6666 W. Quincy Ave., Denver, CO 80235 | FAX:303.347.0804

Questions? Call 1.800.926.7337

Registration Form

AWWA Member No. _____ ☐ Individual ☐ Organization

First Name (FOR BADGE) _____ M.I. _____

Last Name _____

Title _____

Company or Organization _____

Mailing Address _____ City _____

State/Prov. _____ Country _____ ZIP/Postal Code _____

Telephone _____ Email _____

By submitting your registration for WQTC14, you are agreeing to receive show related emails and promotional emails from a third party organization on behalf of our official exhibitors prior to or post-event. At no time will your email address be disclosed to the exhibitors.

Name of Registered Spouse/Guest (see Additional Options below) _____

Registration Check the items below for which you are registering.

Pre-Conference Workshops

	Member registering on or before 10/17/14	Nonmember & Member registering on or after 10/18/14	Student
<input type="checkbox"/> SUN01 —Occurrence in Source Water <i>Capacity limited to 24.-SOLD OUT, WAITLIST IS ALSO NOW FULL</i>	\$275 N/A.....	\$375 N/A.....	N/A
Optional Materials <input type="checkbox"/> No. 30057 M57 Algae: Source to Treatment	\$122.50	\$122.50.....	N/A
<input type="checkbox"/> No. 53030 Identification of Algae in Water Supplies CD-ROM	\$31.50.....	\$31.50.....	N/A
<input type="checkbox"/> SUN02 —Naegleria Fowleri Testing Laboratory Set-Up Workshop.....	\$175	\$275.....	\$30
<input type="checkbox"/> SUN03 —Career Boot Camp for Students	\$25	\$40.....	\$25

Technical Sessions and Exposition

<input type="checkbox"/> A Full-Conference (does not include workshops; includes Mon. & Tues. lunches and Sun. & Mon. receptions)	\$645	\$820
<input type="checkbox"/> B Monday-Only (includes Monday lunch and Monday reception)	\$395	\$560
<input type="checkbox"/> C Tuesday-Only (includes Tuesday lunch).....	\$350	\$500
<input type="checkbox"/> D Wednesday-Only.....	\$320	\$470
<input type="checkbox"/> G Exhibits-Only: (includes Sunday & Monday receptions).....	\$60	\$90
<input type="checkbox"/> H Student (same as Full-Conference).....	\$60	\$90
<input type="checkbox"/> P Speaker (40% discount off Full-Conference).....	\$390	\$390

Additional Options

<input type="checkbox"/> SA Spouse/Guest Registration (includes Monday & Tuesday lunches and Sunday & Monday receptions).....	\$35	\$35
<input type="checkbox"/> Z15 First Time Attendee Program.....	N/C	N/C
<input type="checkbox"/> Z20 Young Professionals Networking Event.....	N/C	N/C

Tours

<input type="checkbox"/> T1 Carrollton Water Purification Plant.....	\$55	\$55
<input type="checkbox"/> T2 St. Bernard Water Treatment Plant.....	\$55	\$55
<input type="checkbox"/> T3 Drainage Pumping Station 6.....	\$55	\$55

WQTC Registration Form

Page 2

First Time Attendee? ☐ Yes ☐ No

What one business activity best describes your company? (please circle one—**Required**)

- A. Public Water—Municipally owned
- B. Public Water—Investor Owned
- C. Government—Federal, State, Local
- D. Consulting Firm
- E. Contractor
- F. Private Industrial Systems or Water Wholesaler
- G. Manufacturer of Equipment & Supplies
- H. Distributor of Equipment & Supplies
- I. Educational Institutions (Faculty & Students), Libraries, and other related organizations
- J. Public Official
- K. Other (please specify) _____

What one category best describes your job title? (please circle only one—**Required**)

- A. Executive (General Manager, Commissioner, Board Member, City Manager, Municipal Superintendent, Mayor, President, Vice President, Owner, Partner, Director, etc.)
- B. Management/Non-Engineering (Division Head, Section Head, Manager, Department Head, Comptroller, etc.)
- C. Design and Engineering/Both Managerial and Non-Managerial (Chief Engineer, Civil, Mechanical, Electrical, Environmental, or Field Engineer, Planning Manager, System Designer, etc.)
- D. Operations (Forman, Operator, Crewman, Service Rep)
- E. Scientific/Non-Managerial (Chemist, Biologist, Biophysicist, Researcher, Analyst, etc.)
- F. Professorial (Educator, Teacher, etc.)
- G. Other (please specify _____)

What one category best describes your field served/principal activity? (please circle only one—**Required**)

- A. Both Water Supply & Wastewater
- B. Water Supply Only
- C. Wastewater Only
- D. Other (please specify _____)

If not currently, would you like to be involved with AWWA Committees?

☐ Yes ☐ No thanks ☐ Currently involved

If you require special accommodations to fully participate, please provide a phone number or email address and AWWA will contact you within five (5) business days. _____

Total/Method of Payment: AWWA Federal Tax ID# 13-5660277

TOTAL AMOUNT DUE: \$ _____

☐ Government PO ☐ Check ☐ American Express ☐ MasterCard ☐ Discover ☐ Visa

Card #: _____ Exp. Date: _____

Signature: _____

Cancellation Policy: Cancellations must be received in writing, on company letterhead, and faxed or mailed to AWWA. Phone cancellations are not accepted. All cancellations postmarked/fax-dated by 10/17/14 will receive a refund, minus a 25% administrative fee. Beginning on 10/18/14, cancellations will not be refunded; however, substitute registrants are welcome. Fax requests for substitutions or cancellations to 303.347.0804 or email eyoungren@awwa.org. **This form is not valid for on-site registration or Exhibitor registration. Fax this form to 303.347.0804**

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Conferences	Distance Learning	Presenter Resources	Exhibitor & Sponsor Resources	Credits	Events Calendar	

ANNUAL CONFERENCE

FINANCIAL MANAGEMENT

MEMBRANE TECHNOLOGY

SUSTAINABLE WATER
MANAGEMENT

UTILITY MANAGEMENT

WATER INFRASTRUCTURE

WATER QUALITY
TECHNOLOGYWATERBORNE
PATHOGENSCUSTOMER SERVICE
CERTIFICATE PROGRAM[Home](#) > [Conferences & Education](#) > [Conferences](#) > [Water Quality Technology](#)

Water Quality Technology Conference® & Exposition

The premier conference for water quality professionals around the world!

Nov. 16-20, 2014
New Orleans, Louisiana[REGISTER ONLINE](#)

This established and highly regarded conference provides a practical forum for a wide range of water professionals to exchange the latest research and information. The Opening Session will highlight the 40th anniversary of the Safe Water Drinking Act featuring Peter Grevatt, Chief of USEPA's Office of Ground Water and Drinking Water, and David LaFrance, AWWA CEO in a discussion on AWWA's Total Water Solutions™.

[Register/Hotel](#)[Program](#)[Schedule](#)[Exposition](#)[Workshops & Tours](#)

Registration is now open!

[REGISTER ONLINE](#)

Become an AWWA member and save on your conference fees! Members save \$175 on a full-conference registration if you register by October 17, 2014.

[Download the registration form \(PDF\)](#)[Attendance Justification Toolkit \(PDF\)](#)

Cancellation Policy: Please send conference registration cancellations in writing via fax or email to AWWA. Phone cancellations are not accepted. Cancellations by 10/17/14 will receive a refund, minus a 25% administrative fee. Beginning 10/18/14, cancellations will not be refunded; however, substitute registrants are always welcome. Fax requests for substitutions or cancellations to 303.347.0804 or email [Elaine Youngren](#).

By submitting your registration for WQTC14, you are agreeing to receive show related emails and promotional emails from a third party organization on behalf of our official exhibitors prior to or post-event. At no time will your email address be disclosed to the exhibitors.

Hotel Information

All conference events will take place at the Hyatt Regency New Orleans. Additional hotels have been added.

[Book Your Hotel room online today.](#)

Hyatt Regency New Orleans
601 Loyola Avenue
New Orleans, LA 70113
\$195 plus taxes per night
Hyatt is sold out.

CAREER
CENTERWork
in Water

ADVERTISE WITH US

Local Host



November 19, 2014
Santa Clarita

TOTAL REMAINING BALANCE:_____

PROPOSED EXPENSES: Registration: _____

Meals: * _____

Miscellaneous:

TOTAL: _____

Please review these limitations.

ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

TYPE OF ACCOMMODATIONS: _____ SINGLE (1 PERSON)

_____ (2 PEOPLE/2 BEDS)

DEPART FROM _____ on _____ at _____ AM/PM

(date)

(time)

RETURN FROM _____ on _____ at _____ AM/PM

(date)

(time)

DATE:

Dealing with Difficult People

How to Communicate with Tact and Skill

A **ONE-DAY SEMINAR** COMING TO YOUR AREA

See cities and dates on page 7.

Never again fall victim
to those who love to
make life miserable for
the rest of us:

- You'll learn why they act the way they do.
- You'll find out exactly what to say and do in specific situations.
- You'll become less of a target for their barbs and antics.
- You'll see how to bring out the best in even the worst offenders.

Attend this seminar and gain the communication skills you need to de-stress all of your difficult relationships, on the job and off.

This is a day of intensive training with immediate payback.

Learn to take the offensive against know-it-alls, dictators, snipers, gripers, "yes" people, "no" people and all of the other contrary characters you confront every day.

Course content on page 3.

"I learned more about how to deal with people in one day than I have during all my years in the work force. I wish we had this kind of seminar years ago — maybe there would be less hostility and aggressiveness in the offices."

— Evelyn Allard, administrative assistant

Do you recognize these people?

The Know-It-Alls

They're arrogant and usually have an opinion on every issue. When they're wrong, they get defensive.

The Passives

These people never offer ideas or let you know where they stand.

The Dictators

They bully and intimidate. They're constantly demanding and brutally critical.

The "Yes" People

They agree to any commitment, yet rarely deliver. You can't trust them to follow through.

The "No" People

They are quick to point out why something won't work. What's worse, they're inflexible.

The Gripers

Is anything ever right with them? They prefer complaining to finding solutions.

Of course you recognize them. They're the people you work with, sell to, depend on, live with. Learn to deal with them quickly and confidently at *Dealing with Difficult People*.

How this seminar will help you deal with problem people

1. You'll understand the difficult people in your life.

Learn how they think, what they fear, why they do what they do. Understanding difficult people makes dealing with them less frustrating.

2. You'll know specifically what to do and say.

At this seminar, you'll concentrate on here's-how-you-do-it techniques. You'll leave knowing how to use these techniques in specific situations, with all types of difficult people.

3. You'll be less of a target for difficult people.

Look at the difficult people in your life. Chances are, at least one person manages to get along with them. You can, too. Learn how to derail problem people and teach them to treat you with respect.

4. You'll bring out the best in people.

Let's face it — nobody's difficult all of the time (and everybody's difficult some of the time). Your new skills will help you reinforce the most positive behavior in everyone — at work and at home.

Register online, by phone, fax or mail. See page 7.

Thumbs-up from past participants:

"Before today, I didn't realize how much I allowed others to control my reactions and emotions. I will, from this day forward, focus on being a happy and more supportive person."

— Deborah A. Hoze, registered medical assistant

"At times, I too, become a difficult person because I've allowed others to manipulate me ... I learned how not to become part of the problem."

— Judith A. Ray, accountant

"This course was straightforward and practical — 'user friendly.' The time passed quickly."

— Jacqueline Trayner, graduate student

"My leadership skills will improve greatly now that I have the tools to deal with my staff."

— Wendi Perea, customer service supervisor

"Helped me to not only understand my own personality style, but also those of the people I deal with on a daily basis."

— Cristy Spencer, regional traffic director

"This seminar revitalized me, brought things 'home,' refocused my skills to deal with difficult staff more effectively."

— Susan Klingensmith-Gilkey, director

26 specific techniques and insights to give you more power with difficult people

COURSE CONTENT

1. How to “map” difficult people to gain insight into what makes them tick
2. The most common mistake well-intentioned people make that actually worsens conflicts
3. Why complainers complain and how to move them into the problem-solving mode
4. The single best response to sarcasm
5. 3 ways to get people to keep their word
6. How to respond to someone who practices one-upmanship
7. Strategies for working with the negative person who throws a wet blanket over everything
8. What to do when someone — even a boss — starts yelling
9. **4 steps to take when communicating with any difficult person**
10. How to determine whether a difficult relationship is worth salvaging, and what to do if it isn't
11. When someone says one thing to you, but the opposite to someone else
12. How to get in sync with a difficult person and get along better
13. The essential 4-step process for successful confrontation
14. Techniques for dealing with touchy people who take things personally
15. What to do when someone criticizes you unfairly
16. How to know when to back down and when to hold your ground
17. Ways to cope with excuse-makers and blamers
18. 3 tactics that prevent you from being manipulated by others
19. **Hot buttons: how to keep people from pushing yours**
20. When and how to let someone save face
21. A proven way to buy time in a conflict so you can respond with a level head
22. When to go to a third party for help in dealing with a problem person
23. What to do when people make promises you suspect they won't keep
24. How to give an aggressive person an alternative to direct conflict
25. For managers: how to deal with employees who don't keep commitments, have a negative attitude or are closed-minded
26. The special body language to use in dealing with specific kinds of difficult people (it can be even more powerful than what you say)

If you read it here, you'll learn it there.

We don't lure you in with overblown promises. Our brochures are cross-checked for accuracy against actual course content.

A FREE WORKBOOK FOR EVERY PARTICIPANT

Your tuition includes a detailed course workbook that simplifies note taking, freeing you to listen more and learn more. After the seminar, you'll turn to it time and time again, to recall key points, validate opinions and address specific problems.

**Dealing with
Difficult People**

Workbook

MESSAGE TO MANAGERS:

Wouldn't it be nice if everyone on your staff got along great, day in and day out? No squabbles. No pettiness. Just harmony and nonstop productivity from 9 to 5.

Of course, you know that's practically impossible.

But the next best thing is having staff members who want a smoother-running office and are willing to work hard toward that goal.

This is the perfect opportunity to show your support. It's simple. Just look over this brochure — especially the learning points on page 3. Consider all your employees have to gain from attending this seminar and all you'll gain, too.

Learning these communication skills together will help your employees understand each other better. They'll support one another in using their new skills and techniques. And they'll become a tighter, more effective, more productive team starting immediately.

Put your team members on the path to enhanced interpersonal skills and improved morale. **Go the extra mile and send the whole team. You'll save money, too! Tuition is discounted per person for groups of 5 or more from the same organization attending the same event.**

After the seminar, you'll sense a new mood of cooperation among your employees. You'll see them treat each other with greater respect. You'll watch them resolve conflicts more quickly without putting you in the middle. And you'll enjoy the fact that their minds are firmly on the tasks at hand.

The ability to handle contrary and unreasonable people with determination and diplomacy is a valuable skill for anyone.

This seminar provides an ideal training ground for coworkers to learn together and support one another in implementing these new skills.

On-Site Training Solutions



Get the Results You're Looking For!

Bring our powerful, high-impact training programs to your organization and show your employees you're serious about their professional growth and achieving critical organizational goals and objectives.

Choose From Over 150 Courses!

From management development to customer service, our comprehensive library of courses provides a learning experience that is engaging, interesting and intriguing!

Tailor the Training to Meet Your Specific Needs!

We'll help you choose the appropriate courses for your organization and tailor each one to address your specific goals, issues and scheduling concerns.

Maximize Your Training Budget!

On-Site Training allows you to train work groups, teams and entire departments for less than the cost of traditional public seminars or other training options.

Give your staff the skills, knowledge and confidence they need to meet tough workplace challenges head-on, realize their full potential and perform at their peak.

For a free consultation, visit us online at **careertrack.com/onsite**, call us at **1-800-944-8503** or scan the code below!



Tired of hit-and-miss training?

CHOOSE CAREERTRACK CONSISTENTLY. THERE IS A DIFFERENCE:

- ▶ **This is real training.**
We respect your time — and your intelligence.

Our course content is soundly researched and designed by professional educators for maximum adult learning.
- ▶ **You get the tops in trainers.**
Our faculty members receive the best training in the industry.

At a CareerTrack program, you can always count on learning from knowledgeable experts who know how to teach. Past attendees have rated our trainers at higher than 9.0 on a 10-point scale.
- ▶ **You see outstanding presentation materials and workbooks that work.**
That's because we work with professionals — writers, editors and graphic artists — to produce them.

Put ours side-by-side with take-home materials from other companies, and you'll see the difference.
- ▶ **You get what we promise.**
We don't lure you to our seminars with a long list of unrealistic promises.

You can rest assured, we meticulously cross-check our promotional materials to be sure they accurately reflect course content.

Guaranteed Results!

All of our seminars are **100% SATISFACTION GUARANTEED!** We're confident this seminar will provide you with the tips and techniques you need to successfully deal with difficult people. If for any reason you are dissatisfied, send us a letter (Attn: Customer Relations) within 30 days of your seminar attendance stating the reason you were not satisfied, and we'll arrange for you to attend another one of our seminars or receive a full refund — *hassle-free.*

CURIOUS, BUT NOT YET CONVINCED?

Consider this: In one fast-paced day, you'll gain an advantage that will continue to pay off for years to come, starting the very next day.

If that's not incentive enough, here are 4 more reasons to sign up now:

1. **Your coworkers will welcome and admire your initiative.**
After all, they'll benefit by working with someone who has answers to some of the very same problems they face.
2. **In a single day, you'll learn strategies that will last you a lifetime.**
This seminar is full of specific ideas you can put to use right away. You'll leave eager to try them and confident they'll work.
3. **You'll learn people skills that will be noticed — and most likely copied — by others.**
Tact and skill in handling difficult people are enviable traits. In no time at all, you'll see direct results in your dealings with all kinds of people. And they'll see the difference in you, as well.
4. **Your day will fly by.**
When learning is fun, time goes fast and what you learn sticks. You'll be surprised when the seminar ends — and impressed with how much you've learned.

This seminar is a great opportunity for you to build your personal power and benefit your company or organization in the process.

We hope you'll plan now to attend.

DEALING WITH DIFFICULT PEOPLE

Fast seminar facts

- One-day seminar, 9 a.m. to 4 p.m.
- Tuition includes complete course manual
- Discount per person for groups of 5 or more
- 100% satisfaction guaranteed

Enroll Today!

■ **www.careertrack.com**

REGISTRATION INFORMATION

Enroll Today! Hurry, our seats fill *fast*. Guarantee your enrollment by paying your tuition today. You will receive a confirmation once your registration is complete. **Payment is due before the program.**

Quick Confirmation! To receive your confirmation within 48 hours, please complete the Quick Confirmation section of the registration form. Be sure to provide us with your email address and/or fax number.

PROGRAM SCHEDULE

Check-in: 8:30 a.m. – 9:00 a.m.

Program: 9:00 a.m. – 4:00 p.m.

CANCELLATIONS AND SUBSTITUTIONS

You may cancel your registration up to 10 business days before the program, and we will refund your tuition less a nominal cancellation fee. Substitutions and transfers may be made at any time to another program of your choice scheduled within 12 months of your original event. Please note, if you do not cancel and do not attend, you are still responsible for payment.

Please Note

- You will be notified by email, fax and/or mail if any changes are made to your scheduled program (i.e., date, venue, city or cancellation).
- Walk-in registrations will be accepted as space allows.
- For seminar age requirements, please visit <http://www.careertrack.com/faq.asp#agerequirements>.
- Please, no audio or video recording.
- Lunch and parking expenses are not included.
- Dressing in layers is recommended due to room temperature variations.
- You will receive a Certificate of Attendance at the end of the program.

TAX-EXEMPT ORGANIZATIONS

If you are tax-exempt, enter your tax-exempt number in Section 6 on the Registration Form. Please mail or fax a copy of your Tax-Exempt Certificate with your registration for payment processing.

TAX DEDUCTION

If the purpose of attending a CareerTrack program is to help you maintain or improve skills related to employment or business, expenses related to the program may be tax-deductible according to I.R.C Reg. 1.162-5. Please consult your tax adviser.

CONTINUING EDUCATION CREDIT

CareerTrack offers Continuing Education Credits based on program length and completion. Credits are issued according to the National Task Force for Continuing Education guidelines, and approval is at the discretion of your licensing board. **Questions and concerns should be directed to your professional licensing board or agency.**



CareerTrack is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be submitted to the National Registry of CPE Sponsors through its website: www.learningmarket.org. This course qualifies for 6 CPE credits. To obtain a certificate documenting your CPE credits, please visit <http://www.careertrack.com/certificate>. Certificates will be available 10 days after your event has ended.

UPDATE YOUR CONTACT INFORMATION!

Simply make corrections to the mailing label on the back page of this brochure. **Mail** corrections to P.O. Box 413884, Kansas City, MO 64141-3884 or **fax** to 913-967-8847. We'll change our records for the very next update. Thanks!

Copyright 2014

What others have shared from their experiences:

"I specifically took this seminar for help with coworkers and now I feel I can deal with these different personalities with confidence."

— Sharon Setters, licensing rep

"Seminar leader was top-notch — knew the material and has a very fine and enjoyable presentation manner."

— James K. Swanson, chief, technical policy

Enroll Today!



5	NAMES OF ATTENDEES (Please list additional names on a separate sheet.)															
#1 Attendee's Name																
<div style="display: flex; justify-content: space-between;"> <div>Mr. Ms.</div> <div>Job Title</div> <div>Event #</div> </div>																
<div style="display: flex; justify-content: space-between;"> <div>Email Address</div> <div> <input type="checkbox"/> Business <input type="checkbox"/> Home </div> </div>																
#2 Attendee's Name																
<div style="display: flex; justify-content: space-between;"> <div>Mr. Ms.</div> <div>Job Title</div> <div>Event #</div> </div>																
<div style="display: flex; justify-content: space-between;"> <div>Email Address</div> <div> <input type="checkbox"/> Business <input type="checkbox"/> Home </div> </div>																
6	METHOD OF PAYMENT (Payment is due before the program.) Please make checks payable to CareerTrack and return form to: P.O. Box 219468, Kansas City, MO 64121-9468. Our federal ID# is 43-1830400 (FEIN).															
Please add applicable state and local tax to your payment for programs held in Hawaii (4.16%), South Dakota (6%) and West Virginia (6%).																
Total amount due: \$ _____																
<input type="checkbox"/> Check # _____ (payable to CareerTrack) is enclosed.																
<input type="checkbox"/> Bill my organization. Attn: _____																
<input type="checkbox"/> Purchase order # _____ is enclosed. (Attach purchase order to completed registration form.)																
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Charge to: <div style="display: flex; gap: 20px; margin-left: 10px;"> <div> <input type="checkbox"/> AMEX <input type="checkbox"/> MC </div> <div> <input type="checkbox"/> DISCOVER <input type="checkbox"/> VISA </div> </div> </div> <div style="text-align: right;"> <table border="1" style="margin-left: auto; margin-right: auto;"> <tr> <td style="width: 40px; text-align: center;">MO.</td> <td style="width: 40px; text-align: center;">YR.</td> </tr> <tr> <td style="text-align: center;"> </td> <td style="text-align: center;"> </td> </tr> </table> <div style="text-align: center; margin-top: 5px;">EXPIRATION DATE</div> </div> </div>													MO.	YR.		
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CARD NUMBER																
Card Holder's Name _____																
Tax-Exempt # _____																
Please attach a copy of your Tax-Exempt Certificate for payment processing.																



CAREERTRACK®

MAKING THE TRANSITION FROM STAFF TO SUPERVISOR
SEMINAR
December 11, 2014
Bakersfield

NAME: _____

ADVANCE REGISTRATION DEADLINE: _____

MEALS: ☐ YES SPOUSE: ☐ YES SPOUSES' TOUR: ☐ YES
 ☐ NO ☐ NO ☐ NO

DEPARTMENTAL TRAVEL BUDGET:

REGISTRATION: _____ TRAVEL: _____

TOTAL REMAINING BALANCE: _____

PROPOSED EXPENSES: Registration: _____
 Transportation: _____
 Meals:* _____
 Miscellaneous: _____
 TOTAL: _____

*DIRECTORS: Expenses are outlined in Section 4.06.1 of the District's Rules and Regulations.

*FOR STAFF: Meal limitations are outlined on pages 30 and 31 of the District's Employee Manual.

Please review these limitations.

HOTEL ACCOMMODATIONS: ☐ YES ☐ NO REGISTRATION DEADLINE: _____

ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

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

AIRLINE RESERVATIONS: ☐ YES ☐ NO

DEPART FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

RETURN FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

SUPERVISOR APPROVAL: _____ DATE: _____

Making the Transition from Staff to Supervisor

Successfully adjust to the changing expectations of your boss, peers and subordinates



You'll learn:

- ❖ Identify your personal roadblocks to leadership success and rid yourself of them forever!
- ❖ Take on a new position of authority *without* coming across as bossy, smug or domineering
- ❖ Master 6 critical steps to help you shift your mental focus from staff member to supervisor
- ❖ Avoid the most common pitfalls involved in this type of transition
- ❖ Recognize and manage the different work/personality styles of your employees
- ❖ Build trust and gain respect through your new relationships
- ❖ Improve your communication skills — essential for every effective manager!
- ❖ And much more — see pages 4-5 for more details on what you'll learn

Don't miss your chance to attend this powerful one-day training!

Enroll Today!



Online
www.pryor.com



Call
1-800-556-2998



Fax
913-967-8842



Mail
Fred Pryor Seminars
P.O. Box 219468
Kansas City, MO
64121-9468

Have you recently been promoted to a new position as a manager or supervisor?

Moving into a position of authority means meeting new challenges, taking on new responsibilities and mastering new skills. It also puts you in line for greater rewards at work — including positive recognition from peers and higher-ups, increased job satisfaction and better benefits. That's all well and good, but as a first-time supervisor, you may feel overwhelmed by all your new responsibilities, anxious about the transition and stressed out about moving from coworker to boss.



You may worry about the way others will react to your new status, have concerns about keeping up with a tougher workload and wonder how to handle the new tasks you will be faced with: hiring, disciplinary action, even firing.

Training to ease the transition

This training was specifically designed to address the needs of anyone who is new to supervising and managing others. What you learn here will arm you with a powerful new set of skills, strategies and techniques for dealing with the issues you will encounter as you take on your new position and move forward in your career.

You will find out how to relate well to former peers who are now your subordinates, and you'll learn the communication skills to help you handle these changing relationships in a way that's comfortable for everyone. You'll discover secrets for motivating and encouraging people to do their best for you and find out how to discipline firmly and fairly, without creating resentment. We'll not only show you how to positively influence the behavior of your employees but also reveal ways to handle negative forces such as gossip, rumors and poor attitudes.

...and put you on course for success

Making the Transition from Staff to Supervisor will make you a better supervisor, guaranteed! From earning the trust and respect of your team to organizing your own workload more efficiently, you will gain the knowledge you need to excel in your new position. What you learn here will help you step into your new leadership role with confidence, self-assurance and professionalism.

Your day will absolutely fly by, and you will come away with an amazing number of practical ideas, innovative strategies and proven techniques you can put to use as soon as you return to the office. You will enjoy lively discussion, question-and-answer sessions, role-play activities and much more. What's more, this is a priceless opportunity to network with other new supervisors — you're sure to strike up favorable business relationships that will extend beyond the training day.

Clear your calendar and reserve your spot!
This course is sure to fill quickly.
Don't miss out! Call today, or visit us on the Web!

What would you do?

- ❖ Before your promotion, you and a coworker often met for lunch and coffee breaks. Now, she's actively avoiding you. How should you approach her now that you're her boss instead of her buddy?
- ❖ You now have the authority to delegate any number of tasks, but you find yourself too worried about what others think about you to delegate at all! How can you overcome your fear of delegation and assign tasks firmly and fairly?
- ❖ In your new role as manager, you will be supervising some employees who have more experience than you do. How do you avoid stepping on toes, while encouraging these people to continue to perform at their peak for you?
- ❖ A couple of your employees do not get along, and they constantly try to one-up each other or undermine one another's work. They are a drag on morale, and they're making everyone uncomfortable with their bickering. As their coworker, you tried to ignore them. As their boss, how do you solve their issues?
- ❖ When you were part of the team, you were everybody's friend, the one who always helped out in a pinch and the person everyone came to for advice, a shoulder to lean on or just a chat. Now, as the team leader, your role has drastically changed. How can you continue to be supportive, yet present the authoritative demeanor now expected of you?

*For answers to these and other tough management and leadership questions, be sure to attend **Making the Transition from Staff to Supervisor**. This training is packed with expert guidance, practical advice and sound strategies for smoothly making the move into a new position of authority and responsibility.*

Enroll Today!

www.pryor.com

Special Note to Managers:

Has anyone in your department recently taken on a leadership role? Do you have staff members who will be moving into supervisory positions in the near future? If the answer is yes, consider the benefits of this training. This dynamic one-day seminar provides the ideal setting for your people to gain confidence, perfect their leadership skills and learn how to transition smoothly into a new position of authority.

Designed specifically for those who may be inexperienced at leading others, this course will help new supervisors mentally prepare for the challenges ahead.

Participants will learn how to:

- ❖ Deal with coworkers who are jealous or resentful
- ❖ Earn the trust and respect of team members, peers and superiors
- ❖ Delegate without making others feel as if they're being taken advantage of
- ❖ Master organization skills essential for managers
- ❖ Use praise to reward and motivate
- ❖ Think like a leader instead of a follower
- ❖ And much, much more!

Moving into a leadership role means meeting higher expectations, taking on different responsibilities and facing a brand new set of challenges. This training is guaranteed to help your newest managers and supervisors become strong, accomplished and successful leaders.

Don't miss this chance to give your staff members the training they need to excel in their new roles!

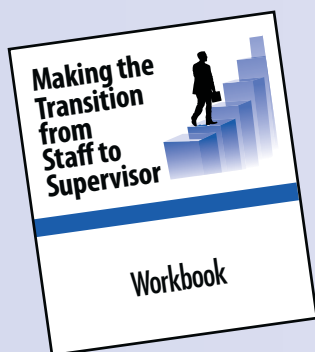


Seminar Agenda

9:00 a.m. to 4:00 p.m.

Managing your new employees

- ❖ Ways to transition from coworker to authority figure without seeming domineering or bossy
- ❖ How to deal with the person who wanted the job you just got
- ❖ Strategies for managing people who have more experience than you do
- ❖ What to do when you start to feel your job would be easier “if it weren’t for the people”
- ❖ How to thrive when your success is based on the accomplishments of your team, not your individual work
- ❖ Why you must honestly assess your own behavioral and communication styles — and modify them if necessary
- ❖ How to identify and make the most of the different behavioral/communication styles of your employees
- ❖ Style “flexing” for effective supervision
- ❖ The key differences between communicating up and down the corporate ladder
- ❖ Critical listening skills every successful supervisor must master
- ❖ 5 steps for building trust and gaining respect — even among less-than-cooperative employees
- ❖ Tips and tools for managing the people you inherited
- ❖ Essential skills for building your own dream team
- ❖ Delegation: why it’s *not* your chance to give others the tasks you don’t like
- ❖ 2 words the new supervisor should avoid: “I” and “my”
- ❖ How to set positive examples without seeming saintly
- ❖ The secret of success: achieving results through others
- ❖ What your employees want from you — and what you can give them
- ❖ How to properly use feedback for optimal performance
- ❖ The art of appreciation — when, where and how to praise
- ❖ How to recognize and motivate underachievers
- ❖ The right way to discipline
- ❖ From buddy to boss — can we still be friends?



Take home a free workbook!

Attendees receive a comprehensive manual that includes everything covered in the seminar! It frees you from taking notes, allows you to focus on the training and serves as a valuable desk reference when you return to the office. Because it's packed with information to keep you on track and moving forward, it's the first place you'll turn whenever you have questions or concerns about your new leadership role.

Managing yourself

- ❖ What do you do now? (The skills that got you here won't necessarily keep you here)
- ❖ How to identify and eliminate your own personal roadblocks to success
- ❖ 4 of the most common pitfalls in the transition to management
- ❖ 6 critical steps to help you shift from staff member to supervisor
- ❖ Your old skills in your new job: which do you change and which do you keep?
- ❖ Management by objectives for first-time supervisors
- ❖ The language of supervision — performing a SWOT analysis
- ❖ Performance management fundamentals for first-time supervisors
- ❖ How what you don't know *can* hurt you
- ❖ Ways to change your focus from “depth of knowledge” to “breadth of understanding”
- ❖ How to manage others successfully when you're in the dual role of worker and supervisor
- ❖ Hiring and firing: what every supervisor must know about these hot-button topics
- ❖ More work, responsibility and pressure — how to stay on top of everything without losing your cool
- ❖ Proven techniques for managing time and setting priorities
- ❖ Tips for keeping meetings on time, on track and on target (it isn't hard if you follow our guidelines!)
- ❖ How to develop your own personal plan for professional growth — and stick to it for the long term

Guaranteed Results

All of our seminars are **100% SATISFACTION GUARANTEED!** We're confident this seminar will provide you with the information you need to make a successful transition from staff member to supervisor. If for any reason you are dissatisfied, send us a letter (Attn: Customer Relations) within 30 days of your seminar attendance stating the reason you were not satisfied, and we'll arrange for you to attend another one of our seminars or receive a full refund — *hassle-free*.

Who should attend?

Anyone who is new to the role of manager or supervisor will benefit greatly from this course. If you're preparing to make the move, or you've been in your new position for a year or less, this training is for you! Team leaders, department heads and anyone making the move to senior positions within their departments also will benefit.

Enroll Today!

www.pryor.com

Registration Information

Hurry, our seats fill *fast*. Guarantee your enrollment by paying your tuition today. You will receive a confirmation once your registration is complete. **Payment is due before the program.**

Quick Confirmation! To receive your confirmation within 48 hours, please complete the Quick Confirmation section of the registration form. Be sure to provide us with your email address and/or fax number.

Program Schedule

Check-in: 8:30 a.m. – 9:00 a.m. **Program:** 9:00 a.m. – 4:00 p.m.

Cancellations and Substitutions

You may cancel your registration up to 10 business days before the program, and we will refund your tuition less a nominal cancellation fee. Substitutions and transfers may be made at any time to another program of your choice scheduled within 12 months of your original event. Please note, if you do not cancel and do not attend, you are still responsible for payment.

On-Site Training Solutions

Get the Results You're Looking For!

Bring our powerful, high-impact training programs to your organization and show your employees you're serious about their professional growth and achieving critical organizational goals and objectives.

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Please Note

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- ❖ Walk-in registrations will be accepted as space allows.
- ❖ For seminar age requirements, please visit <http://www.pryor.com/faq.asp#agerequirements>.
- ❖ Please, no audio or video recording.
- ❖ Lunch and parking expenses are not included.
- ❖ Dressing in layers is recommended due to room temperature variations.
- ❖ You will receive a Certificate of Attendance at the end of the program.

Tax-Exempt Organizations

If you are tax-exempt, enter your tax-exempt number in Section 6 on the Registration Form. Please mail or fax a copy of your Tax-Exempt Certificate with your registration for payment processing.

Tax Deduction

If the purpose of attending a Fred Pryor seminar is to help you maintain or improve skills related to employment or business, expenses related to the program may be tax-deductible according to I.R.C Reg. 1.162-5. Please consult your tax adviser.

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Fred Pryor Seminars offers Continuing Education Credits based on program length and completion. Credits are issued according to the National Task Force for Continuing Education guidelines, and approval is at the discretion of your licensing board. **Questions and concerns should be directed to your professional licensing board or agency.**



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1 <input type="checkbox"/> YES! Please register me for the one-day, <i>Making the Transition from Staff to Supervisor</i> seminar indicated in Section 5. Group discounts available; see page 6 for details.	ID# 914788
2 IMPORTANT! Please fill in VIP number as it appears on the address label. VIP ____ - ____ - ____ - ____ - ____ (____) if available	
3 ORGANIZATION INFORMATION Organization: _____ Address: _____ City: _____ St: _____ ZIP: _____ Tele: _____ Fax: _____ Approving Mgr's Name: <input type="checkbox"/> Mr. <input type="checkbox"/> Ms. _____ Job Title: _____ Email Address: _____ <input type="checkbox"/> Business <input type="checkbox"/> Home	
4 QUICK CONFIRMATION <input type="checkbox"/> Please email or fax my confirmation to me within 48 hours. My email address or fax number is: _____	

5 NAMES OF ATTENDEES (Please list additional names on a separate sheet.)	
#1 Attendee's Name Mr. _____ Ms. _____ Job Title _____ Event # _____ Email Address _____ <input type="checkbox"/> Business <input type="checkbox"/> Home	
#2 Attendee's Name Mr. _____ Ms. _____ Job Title _____ Event # _____ Email Address _____ <input type="checkbox"/> Business <input type="checkbox"/> Home	
6 METHOD OF PAYMENT (Payment is due before the program.) Please make checks payable to Fred Pryor Seminars and return form to: P.O. Box 219468, Kansas City, MO 64121-9468. Our federal ID# is 43-1830400 (FEIN). Please add applicable state and local tax to your payment for programs held in Hawaii (4.16%), South Dakota (6%) and West Virginia (6%). Total amount due: \$ _____ <input type="checkbox"/> Check # _____ (payable to Fred Pryor Seminars) is enclosed. <input type="checkbox"/> Bill my organization. Attn: _____ <input type="checkbox"/> Purchase order # _____ is enclosed. (Attach purchase order to completed registration form.) MO. YR. <input type="checkbox"/> Charge to: <input type="checkbox"/> AmEx <input type="checkbox"/> Discover <input type="checkbox"/> MC <input type="checkbox"/> Visa EXPIRATION DATE _____ CARD NUMBER Card Holder's Name _____ Tax-Exempt # _____ Please attach a copy of your Tax-Exempt Certificate for payment processing.	

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One-Day Seminar

Making the Transition from Staff to Supervisor

Successfully adjust to the changing expectations of your boss, peers and subordinates



You'll learn:

- ❖ How to communicate more effectively as a manager
- ❖ When to be flexible and when to stand firm
- ❖ 5 steps for building trust and gaining respect
- ❖ How to develop your own personal management style
- ❖ Strategies for motivating others to achieve results
- ❖ The truth about discipline — how to handle uncomfortable situations
- ❖ What every manager should know about hiring and firing
- ❖ Time management skills that really work
- ❖ And much, much more!

New opportunities also mean new challenges

This is essential training to help you take the next step in your career!

CUEMA CENTRAL VALLEY SUMMIT:
INVEST IN LEADERSHIP CONFERENCE
December 15 - 16, 2014
Coalinga

NAME: _____

ADVANCE REGISTRATION DEADLINE: _____

MEALS: ☐ YES SPOUSE: ☐ YES SPOUSES' TOUR: ☐ YES
 ☐ NO ☐ NO ☐ NO

DEPARTMENTAL TRAVEL BUDGET:

REGISTRATION: _____ TRAVEL: _____

TOTAL REMAINING BALANCE: _____

PROPOSED EXPENSES: Registration: _____
 Transportation: _____
 Meals:* _____
 Miscellaneous: _____
 TOTAL: _____

*DIRECTORS: Expenses are outlined in Section 4.06.1 of the District's Rules and Regulations.

*FOR STAFF: Meal limitations are outlined on pages 30 and 31 of the District's Employee Manual.

Please review these limitations.

HOTEL ACCOMMODATIONS: ☐ YES ☐ NO REGISTRATION DEADLINE: _____

ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

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

AIRLINE RESERVATIONS: ☐ YES ☐ NO

DEPART FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

RETURN FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

SUPERVISOR APPROVAL: _____ DATE: _____



CALIFORNIA UTILITY EXECUTIVE MANAGEMENT ASSOCIATION

CENTRAL VALLEY SUMMIT: INVEST IN LEADERSHIP

Monday, December 15, 2014

6:00 Reception/Dinner

Tuesday, December 16, 2014

7:45 Registration/Continental Breakfast

Harris Ranch Inn

24505 West Dorris Avenue Coalinga, CA

This summit for general managers, their executive management teams and key private sector partners will provide tactics to strengthen leadership, analysis of pressing industry issues, and a forum for regional collaboration.

Join your colleagues as we explore the unique challenges at the forefront of California's water industry, and narrow in on opportunities and obstacles facing the Central Valley.

COST: \$95 per person

Room Reservations: Harris Ranch Inn

Please call 1-800-942-2333 and mention group code CUEMA.

AGENDA

8:30-9:30 a.m. Keynote Address

*Peter Williams, IBM Distinguished Engineer
Chief Technology Officer, Big Green Innovations, IBM*

9:30-11:30 a.m. Morning Sessions: Big Data Solutions

Given the new regulations and legislation, we need to gather, manage, manipulate and analyze a mountain of data. Are there solutions from other industries that can be used, allowing us to focus on addressing critical needs?

- Mark Nielsen, TextPower, Inc.
- Jeff Neemann
- Ken Thompson, CH2MHILL

11:30-1:00 p.m. LUNCH

1:00-3:15 p.m. Afternoon Sessions: Leadership & Culture

How do we create and foster an embracing culture that accepts solutions from the outside? Transitioning individuals and teams within our organizations can allow us to explore and support new methods, changed work practices and the reasons behind resistance to change.

- Robert Adelugba, PPG Aerospace
- Jeremiah Miller, Forging Leaders
- Rick Randolph, Forging Leaders

For more information please contact Ken Deck at Ken@cuema.org or click to [REGISTER](#)



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**ACWA/JPIA "AN EFFECTIVE BOARD CAN LIMIT
THE RISK OF LIABILITY" TRAINING**
January 14, 2014
Palmdale Water District

NAME: _____

ADVANCE REGISTRATION DEADLINE: _____

MEALS: ☐ YES SPOUSE: ☐ YES SPOUSES' TOUR: ☐ YES
 ☐ NO ☐ NO ☐ NO

DEPARTMENTAL TRAVEL BUDGET:

REGISTRATION: _____ TRAVEL: _____

TOTAL REMAINING BALANCE: _____

PROPOSED EXPENSES: Registration: _____
 Transportation: _____
 Meals:* _____
 Miscellaneous: _____
 TOTAL: _____

*DIRECTORS: Expenses are outlined in Section 4.06.1 of the District's Rules and Regulations.

*FOR STAFF: Meal limitations are outlined on pages 30 and 31 of the District's Employee Manual.

Please review these limitations.

HOTEL ACCOMMODATIONS: ☐ YES ☐ NO REGISTRATION DEADLINE: _____

ARRIVAL DATE/TIME: _____ DEPARTURE DATE/TIME: _____

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

AIRLINE RESERVATIONS: ☐ YES ☐ NO

DEPART FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

RETURN FROM _____ on _____ at _____ AM/PM
 (airport) (date) (time)

SUPERVISOR APPROVAL: _____ DATE: _____

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE: October 13, 2014 **JANUARY 14, 2015**
TO: BOARD OF DIRECTORS **BOARD TRAINING**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: *BOARD TRAINING*

Please add the following training to your calendar:

Class Title: An Effective Board Can Limit the Risk of Liability

Date: Wednesday, January 14, 2015

Time: 10 a.m. to Noon

Where: PWD Board room

The Palmdale Water District has agreed to host this ACWA/JPIA training. ACWA/JPIA will be advertising the training, at no cost, to neighboring ACWA/JPIA members. Please let me know if you have any questions.

cc: Jennifer Emery, Human Resources Director

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 4, 2014:

A meeting of the Personnel Committee of the Palmdale Water District was held Thursday, September 4, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Mac Laren called the meeting to order.

1) Roll Call.

Attendance:

Personnel Committee:
Kathy Mac Laren, Chair
Joe Estes, Committee
Member

Others Present:

Matt Knudson, Assistant General Manager
Jennifer Emery, Human Resources Director
Mike Williams, Finance Manager
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Estes, seconded by Chair Mac Laren, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held August 4, 2014.

It was moved by Committee Member Estes, seconded by Chair Mac Laren, and unanimously carried to approve the minutes of the Personnel Committee meeting held August 4, 2014, as written.

**4.2) Consideration and Possible Action on Employee Handbook Update.
(Human Resources Director Emery)**

Human Resources Director Emery provided an overview of the proposed Employee Handbook update, and after a brief discussion of training for the Handbook, it was moved by Committee Member Estes, seconded by Chair Mac Laren, and

unanimously carried that the Committee concurs with staff's recommendation to approve the Employee Handbook Update and that this item be presented to the full Board for consideration at the September 10, 2014 Regular Board meeting.

4.3) Consideration and Possible Action on Addition of JPIA Account Based Health Plan to the District's Existing Health Plan Options. (Human Resources Director Emery)

Human Resources Director Emery reviewed the proposed account-based health plan, and after a brief discussion of the plan, of the District's existing health plan options, and of the open enrollment period, it was moved by Committee Member Estes, seconded by Chair Mac Laren, and unanimously carried that the Committee concurs with staff's recommendation to add an account-based health plan option to the District's existing health plan options and that this item be presented to the full Board for consideration at the September 10, 2014 Regular Board meeting.

The District's existing vision plan and other vision plan options were then discussed, and after a brief discussion of these options, the cost, and the benefit to employees, it was moved by Committee Member Estes, seconded by Chair Mac Laren, and unanimously carried that the Committee concurs with upgrading the District's vision plan at an annual cost of \$8,600.00 and that this item be presented to the full Board for consideration at the September 24, 2014 Regular Board meeting.

The District's upcoming Health Benefits Fair and the ability to retain talent because of the District's benefits package were then briefly discussed.

4.4) Consideration and Possible Action on Recruitment for Operations Manager Position. (Human Resources Director Emery)

Human Resources Director Emery reviewed the vacant position of Operations Manager due to a recent promotion, staff's recommendation to recruit for this position in-house, and potential revisions to the Organization Chart based on the results of this recruitment, and after a brief discussion of the recruitment, it was moved by Committee Member Estes, seconded by Chair Mac Laren, and unanimously carried that the Committee concurs with recruiting in-house for the vacant position of Operations Manager and that this item be presented to the full Board for consideration at the September 10, 2014 Regular Board meeting.

4.5) Discussion and Review of Human Resources Calendar. (Human Resources Director Emery)

Human Resources Director Emery provided a status report on items included on the Human Resources Calendar for the month of September including benefits, internships, performance management training, the employee appreciation Christmas party, a salary survey, 2015 training, and customer service training.

4.6) Discussion and Clarification of Customer Service 2014 Campaign. (Finance Manager Williams)

Finance Manager Williams provided an update on the 2014 Customer Service Campaign with the Campaign's slogan being "serving you is our priority" and mission statement being "to deliver the highest quality customer service by treating all customers equally well, attentively listen and politely respond to all customers' inquiries, provide them with clear and consistent information, and promptly, yet accurately, process all their requests," and stated that outreach ideas for the Campaign, such as customer appreciation day and banners, are being formulated.

He then requested feedback on the Customer Service Satisfaction Survey, which will be conducted in November, and then reviewed the options for responding to and publicizing the Survey followed by discussion of providing customer service books to the District's management team.

Finance Manager Williams then informed the Committee that Customer Service Supervisor Taylor will be attending AWWA customer service training; that a comparison of fees will be provided at the next regular Board meeting as requested by Director Alvarado; that staff is developing a welcome packet; and then inquired if there are any other areas of customer service the Committee would like addressed followed by discussion of redesigning the front lobby, and Assistant General Manager Knudson stated that staff will develop ideas and a budget for redesigning the front lobby and present this information at a future Committee meeting.

5) Project Updates.

5.1) Status on Organizational Assessment. (Assistant General Manager Knudson)

Assistant General Manager Knudson stated that moving the maintenance and repair of all District facilities to the Facilities Department has been implemented and that a spreadsheet summarizing the status of the Strategic Initiatives and various projects identified under each of these Initiatives is being developed and will be presented to the Board on a quarterly basis.

5.2) Status on Internship Program. (Human Resources Director Emery)

Human Resources Director Emery stated that two paid interns have started; that four unpaid interns from Antelope Valley Youth Build are scheduled to start on September 8; that clearances are being obtained for the service worker intern; and that once all interns have been hired, a tour will be scheduled where they will be introduced.

5.3) Other.

There were no other project updates.

6) Information Items.

There were no further information items.

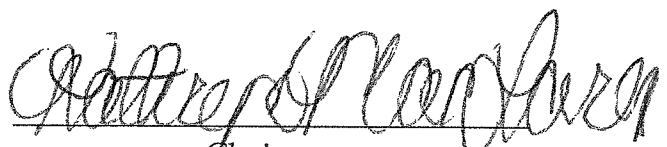
7) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

It was then stated that the next Personnel Committee meeting will be held October 2, 2014 at 5:00 p.m.

8) Adjournment.

There being no further business to come before the Personnel Committee, the meeting was adjourned.


Chair

MINUTES OF REGULAR MEETING OF THE WATER SUPPLY & RELIABILITY COMMITTEE OF THE PALMDALE WATER DISTRICT, SEPTEMBER 22, 2014:

A regular meeting of the Water Supply & Reliability Committee of the Palmdale Water District was held Monday, September 22, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order.

1) Roll Call.

Attendance:

Water Supply & Reliability Cmte:
Gloria Dizmang, Chair
Vincent Dino, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held August 25, 2014.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the Water Supply & Reliability Committee meeting held August 25, 2014, as written.

4.2) Presentation of Monthly Water Demand and Supply Status. (Water & Energy Resources Director Pernula)

General Manager LaMoreaux reviewed the water supply projections and charts included in the agenda packets and stated that production is 11% lower than anticipated indicating customers are paying attention to the drought message; that he anticipates next month's reports will indicate steps closer to a 20% reduction; that more groundwater than surface water is being produced; that treatment plant production for August was higher

due to water received from San Bernardino; that per capita water use is 157 gallons per person per day; and that the year 2020 goal is 176 gallons per person per day followed by discussion of the 2020 goal and the District's 2014 water production plan.

4.3) Status on the Operations of the State Water Project. (Water & Energy Resources Director Pernula)

General Manager LaMoreaux stated that the State has been asked to investigate potential illegal diversions in the Delta from local farmers and that the Notice of Preparation CEQA document for the State Water Project contract extension has been sent.

5) Project Updates.

5.1) Littlerock Dam Sediment Removal Project. (Assistant General Manager Knudson)

General Manager LaMoreaux stated that work continues on the EIR/EIS document for this Project but has been delayed due to Forest Service delays and that information has been requested from the Forest Service regarding the Littlerock Dam concessionaire.

5.2) Littlerock Creek Recharge and Recovery Project. (Assistant General Manager Knudson)

General Manager LaMoreaux stated that a technical update on this Project was provided a few weeks ago and that different alternate basin sites within Littlerock Wash are being evaluated.

6) Information Items.

6.1) Water Purchase Opportunities. (Water & Energy Resources Director Pernula)

General Manager LaMoreaux stated that staff is negotiating one active water purchase opportunity.

6.2) Other.

General Manager LaMoreaux stated that two property owners North of Avenue P, east of the railroad tracks, west of 10th St. E., and south of Avenue O-8 have approached

staff regarding annexation into the District; that this area is within Los Angeles County Waterworks service area but they have refused to provide service and that staff will meet with AVEK to determine their availability to serve this area.

Committee Member Dino stated that an 82-unit single-family home subdivision is planned at the southeast corner of Avenue R.

There were no further information items.

7) Board Members' Requests for Future Agenda Items.

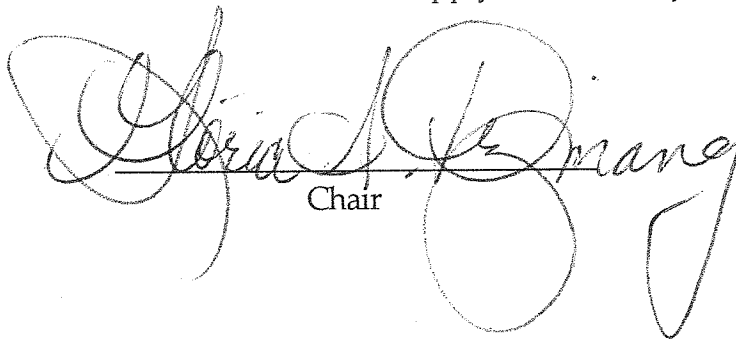
Chair Dizmang requested she or Committee Member Dino, as members of the Water Supply & Reliability Committee, be assigned to attend AVEK Board meetings and AVEK formally be invited to attend the District's Board meetings as a means of better cooperation and communication between the agencies, and after a brief discussion, it was determined that an item be placed on the agenda for the next Committee meeting for "Discussion and possible action on appointment of a Water Supply & Reliability Committee member to attend AVEK meetings."

There were no further requests for future agenda items.

It was then stated that the next Water Supply & Reliability Committee meeting will be held October 27, 2014 at 2:00 p.m.

8) Adjournment.

There being no further business to come before the Water Supply & Reliability Committee, the meeting was adjourned.


Chair

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, OCTOBER 6, 2014:

A meeting of the Finance Committee of the Palmdale Water District was held Monday, October 6, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order.

1) Roll Call.

Attendance:

Finance Committee:
Gloria Dizmang, Chair
Vincent Dino, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Mike Williams, Finance Manager
Gene Taylor, Customer Service Supervisor
Dennis Hoffmeyer, Senior Accountant
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held September 3, 2014.

It was moved by Committee Member Dino, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the Finance Committee meeting held September 3, 2014, as written.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of August 31, 2014. (Financial Advisor Egan)

Finance Manager Williams reviewed the investment funds and cash flow reports as of August 31, 2014 and overall cash increase due to assessments and lower than expected expenses and stated that the September bond payment has been made.

4.3) Discussion and Overview of Financial Statements, Revenue and Expense and Departmental Budget Reports for August 31, 2014. (Finance Manager Williams)

Finance Manager Williams reviewed the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption comparisons, and revenue and expense analysis reports for the period ending August 31, 2014, along with the graphic presentations for these reports, and then stated that some departments are above the targeted expenditure percentage of 66%, but no expenditures are out of the ordinary followed by discussion of reduced water sales and electricity charges.

4.4) Discussion and Overview of Committed Contracts Issued. (Assistant General Manager Knudson)

General Manager LaMoreaux reviewed the status of engineering projects included in the Committed Contracts and Payout Schedule, including those projects contractually committed, budgeted projects, and payments for projects funded from the Water Revenue Series 2013A Bonds and stated that some projects may carry over to 2015; that the upcoming meter replacement project will be bid under the Project Labor Agreement; and that staff anticipates an award of contract for a water main replacement project later this month followed by discussion of the status of the Littlerock Sediment Removal Project and the Upper Amargosa Recharge Project.

4.5) Discussion of a Level Pay Plan. (Finance Manager Williams)

Finance Manager Williams reviewed previously presented information on a Level Pay Plan, and after a brief discussion of the District's cost to implement a Level Pay Plan, of previous customer interest, of sharing the implementation cost among all ratepayers, of marketing, and of changes to the rate structure, it was determined that this item be tabled until June, 2015 for potential implementation in 2016.

4.6) Discussion on the Procedure to Refund/Credit Customers Who Paid for the Downsizing of Their Meters in 2014 Under Article 8.06(a) of the District's Rules and Regulations. (General Manager LaMoreaux)

General Manager LaMoreaux stated that fourteen customers paid to downsize their meter in 2014 under Article 8.06(a) of the District's Rules and Regulations and that he recommends the District refund a portion of this cost, which amounts to \$439.50 for all

fourteen customers, due to the recently approved rate structure change after which the Committee concurred with this recommendation and stated they appreciate staff's efforts to address this issue.

5) Information Items.

5.1) Status of 2015 Budget. (Finance Manager Williams)

Senior Accountant Hoffmeyer stated that the draft 2015 budget includes a 5.5% rate increase, funding for 85 of the District's 86 positions, cost of living and merit and non-cumulative merit awards, averaging of departmental costs for budget projections with the exception of electricity and chemical costs, shifting all conferences under the Human Resources Department, and the transfer of facility-related expenses to the Facilities Department and then reviewed potential grant funds, the required debt service coverage for meeting bond obligations, and the adjustment to Water Quality Fees. After a further discussion of the 2015 budget, he stated that General Manager LaMoreaux will refine the list of potential projects to reduce budget costs.

5.2) Comparison of Fees and Charges for Similar-Sized Water Districts. (Finance Manager Williams)

Finance Manager Williams reviewed the Comparison of Water Districts Charges chart previously presented to the Board and the variety of other agency's charges, and after a brief discussion of the District's Miscellaneous Charges, staff was directed to match charges with other agencies as best as possible for a comparison.

5.3) Other.

There were no additional information items.

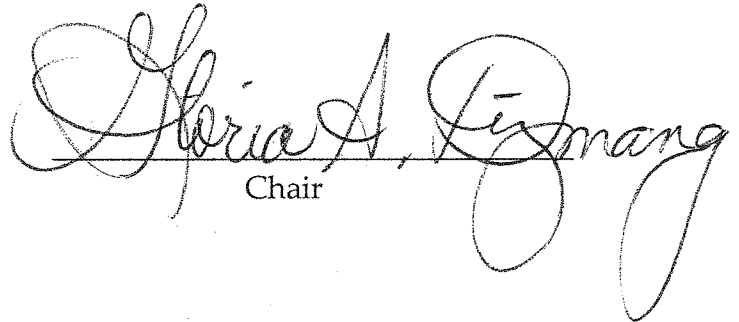
6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

It was then stated that the next Finance Committee meeting will be held November 3, 2014 at 10:30 a.m.

7) **Adjournment.**

There being no further business to come before the Finance Committee, the meeting was adjourned.


Chair

**MINUTES OF MEETING OF THE OUTREACH COMMITTEE OF THE PALMDALE
WATER DISTRICT, OCTOBER 7, 2014:**

A regular meeting of the Outreach Committee of the Palmdale Water District was held Tuesday, October 7, 2014, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order.

1) Roll Call.

Attendance:

Outreach Committee:
Gloria Dizmang, Chair
Joe Estes, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Mike McNutt, PIO/Conservation Director
Jim Stanton, Information Technology Manager
Mike Williams, Finance Manager
Linda Trevino, Water Conservation Aide
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Estes, seconded by Chair Dizmang, and unanimously carried to adopt the agenda, as written.

3) Public Comments.

There were no public comments.

4) Action Items:

**4.1) Consideration and Possible Action on Approval of Minutes of Meeting
Held September 8, 2014.**

After a brief discussion, it was moved by Committee Member Estes, seconded by Chair Dizmang, and unanimously carried to approve the minutes of the meeting held September 8, 2014, as written.

4.2) Review of October, 2014 Newsletter. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt reviewed the District's newly redesigned newsletter, The Pipeline, and stated that hard copies will be sent every other month with

water bills as well as through Constant Contact, and after a brief discussion, the Committee concurred with the design and content.

**4.3) Discussion of the Development of a Customer Advisory Committee.
(Chair Dizmang)**

After a brief discussion of hosting Saturday informational meetings and of the development of a Customer Advisory Committee, staff was directed to research other agency's Customer Advisory Committees and the purpose of such a Committee and report at a future meeting.

**4.4) Discussion of Spanish Translation of Critical Information.
(PIO/Conservation Director McNutt)**

PIO/Conservation Director McNutt reviewed the need to translate certain District information into Spanish, and after a brief discussion of the District's publications, applications, and website, it was determined that PIO/Conservation Director McNutt schedule an editorial meeting with the Hispanic media and Chamber of Commerce to help expand the District's distribution of information to the Hispanic-speaking community.

5) Information Items.

5.1) Status of District Website Redesign. (Information Technology Manager Stanton)

Information Technology Manager Stanton stated that the new website went live October 2, minor revisions and updates continue, and staff training will be scheduled after which it was determined that the Board review the website during upcoming iPad training.

5.2) Status on Development of an Outreach Plan Based on the District's Strategic Plan. (General Manager LaMoreaux)

General Manager LaMoreaux stated that this item is in progress.

5.3) Discussion on Radio/Television Advertising to Include in the 2015 Budget. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt reviewed an upcoming radio advertisement, which will rotate from English to Spanish, and requested input on topics for other forms of advertising. After a brief discussion of several topics, PIO/Conservation Director McNutt distributed the A.V. Times publication and Facebook posting of the District's Rate Assistance Program press release and stated that he will obtain advertising quotes for potential inclusion in the 2015 budget.

**5.4) Status on Video Production and District-Hosted Webinars.
(PIO/Conservation Director McNutt)**

PIO/Conservation Director McNutt stated that a meeting is scheduled with a videographer regarding video production and District-hosted webinars; that the A.V. Water Partners group, consisting of the District, Quartz Hill Water District, Los Angeles County Waterworks, Rosamond Community Services District, and advisor Neal Weisenberger, have expressed an interest in cost-sharing the production of informational videos; that the District's first joint webinar with the City of Toledo is scheduled for December 10 to discuss the drought; and that he and Information Technology Manager Stanton have reviewed the use of Web-X to host District webinars followed by discussion of the cost of Web-X.

5.5) Status on the District's Participation in the City of Palmdale's Channel 27 Programming. (PIO/Conservation Director McNutt)

PIO/Conservation Director McNutt stated that the District's participation in Channel 27 programming is in progress.

5.6) Other.

PIO/Conservation Director McNutt stated that the applications for the District's Rebate Programs, with the exception of the Cash for Grass Program, have been standardized to make the process easier for customers.

He then shared a commercial advertising the regional Landscaping for Water Conservation Expo scheduled for November 1, 2014 at the A.V. Fairgrounds, and after discussion of gray water use, it was requested that the City of Palmdale be invited to the Expo to explain their regulations regarding the use of gray water.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

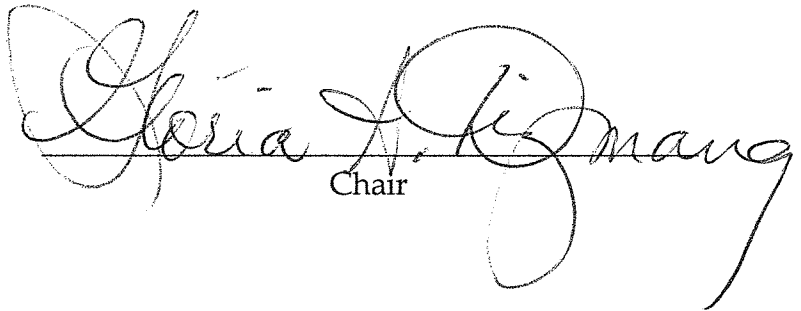
It was determined that "Discussion and possible action on hosting Saturday informational meetings" will be placed on the next agenda for consideration.

There were no further requests for future agenda items.

It was then stated that the next Outreach Committee meeting will be held November 4, 2014 at 10:30 a.m.

7) Adjournment.

There being no further business to come before the Outreach Committee, the meeting was adjourned.


Chair

PALMDALE WATER DISTRICT BOARD MEMORANDUM

DATE:	November 6, 2014	November 12, 2014
TO:	Board of Directors	Board Meeting
FROM:	Michael Williams, Finance Manager/CFO	
VIA:	Mr. Dennis LaMoreaux, General Manager	
RE:	<i>INFORMATIONAL ITEM – DRAFT 2015 BUDGET</i>	

Discussion:

Attached is the 2015 Budget worksheets (V3) of the Palmdale Water District's 2015 Budget. Staff would like to highlight some of the items contained in the proposed budget for your initial review.

1. Operating revenue is based on selling 18,800 acre feet of water with a 5.5% rate increase effective January 1, 2015.
2. Cash operating expenses are \$1.9MM less than 2014 adopted budgeted.
3. The proposed budget will end the 2015 year with \$548K less in cash.
4. The current 2014 budget year will end with \$206K more in cash than projected in the adopted budget.
5. The proposed budget keeps the debt service coverage at 1.16.
6. The proposed budget is projected to end the year with operating revenues over expenditures by \$878K.
7. The cost of living allowance (COLA) in the amount of \$106,787 is included based on approval by Personnel Committee on October 23, 2014.
8. All of 2015 departmental budgets have been updated through October for 2014 year end projections.
9. Project inclusions have been revised by Assistant General Manager and department heads. There will be additional adjustments as part of General Manager's review to match the funds available for capital expenditures.
10. The proposed budget includes the provision for funding the Rate Assistance Program in the amount of \$180K.
11. The proposed budget provides \$250K for water conservation rebates and activities.

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PALMDALE WATER DISTRICT 2015 BUDGET - FUNDS ANALYSIS 2015 Budget (Proposed) - 5.5% Increase

Sources of Cash		Projected Balance 12/31/2014	2015 Budget		Projected Balance 12/31/2015
			Sources	Uses	
Net Operating Income			\$ (5,961,350)		
Adjustment - Water Quality (GAC Media)			1,146,500		
Adjustment - Depreciation/Amortization Add Back			6,450,000		
Adjustment - Post Employment Benefits (GASB 45)			2,000,000		
Adjustment - Bad Debt			100,000		
Adjustment - Service Costs Construction			125,000		
Adjustment - Capitalized Construction			(1,000,000)		
Net Non-Operating Income			3,200,000		
Cash from Revenues above Expenses to place into funds			<u>\$ 6,060,150</u>		
Reserve Funds (Based on Resolution No. 13-13)					
1	Capital Improvement Fund (CIF)	\$ -	\$ 50,000	\$ 50,000	\$ -
2	Bond Proceeds Fund	5,787,416	-	3,816,236	1,971,180
3	Debt Service Reserve Fund	-	-	-	-
4	Rate Stabilization Fund (Operating Cash)	720,000	-	-	720,000
Total Legally Restricted		<u>\$ 6,507,416</u>	<u>\$ 50,000</u>	<u>\$ 3,866,236</u>	<u>\$ 2,691,180</u>
5	Dam Self Insurance	\$ 5,000,000	\$ -	\$ -	\$ 5,000,000
6	O&M Operating Reserve (3-Months operating exp.)	5,896,063	5,960,150	7,162,390	4,693,823
7	O&M Emergency Reserve	-	-	-	-
8	Unrestricted Reserves	-	-	-	-
Total Board Restricted (Operating Cash)		<u>\$ 10,896,063</u>	<u>\$ 5,960,150</u>	<u>\$ 7,162,390</u>	<u>\$ 9,693,823</u>
Carry-over		(654,148)	Total Operating Cash		<u>\$ 10,413,823</u>
Total Operating Cash		<u>\$ 10,961,915</u>			
			Operating Cash Reserve (Shortage)/Overage		(5,786,177)

Reserve Fund Numbers

5,000,000
5,600,000
5,600,000
16,200,000
(5,786,177)

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PALMDALE WATER DISTRICT 2015 BUDGET - FUNDS ANALYSIS 2014 Estimated End of Year (Projected)

		2014 Budget		
		Actual Ending Balance 12/31/2013	Sources	Projected Balance 12/31/2014
Sources of Cash			Uses	
Net Operating Income		\$ (6,735,948)		
Adjustment - Water Quality (GAC Media)		1,240,000		
Adjustment - Depreciation/Amortization Add Back		7,136,500		
Adjustment - Post Employment Benefits (GASB 45)		2,002,500		
Adjustment - Bad Debt		(10,000)		
Adjustment - Service Costs Construction		(39,000)		
Adjustment - Capitalized Construction		(1,519,000)		
Net Non-Operating Income		2,895,250		
Cash from Revenues above Expenses to place into funds		\$ 4,970,302		
Reserve Funds (Based on Resolution No. 13-13)				
1	Capital Improvement Fund (CIF)	\$ -	\$ 13,250	\$ 13,250
2	Bond Proceeds Fund	7,761,000	-	1,973,584
3	Debt Service Reserve Fund	-	-	-
4	Rate Stabilization Fund (Operating Cash)	480,000	240,000	-
Total Legally Restricted		\$ 8,241,000	\$ 253,250	\$ 1,986,834
5	Dam Self Insurance	\$ -	\$ 5,000,000	\$ -
6	O&M Operating Reserve (3-Months operating exp.)	5,866,647	2,230,302	2,200,886
7	O&M Emergency Reserve	-	-	-
8	Unrestricted Reserves	5,869,827	(2,500,000)	3,369,827
Total Board Restricted		\$ 11,736,474	\$ 4,730,302	\$ 5,570,713
Total Operating Cash		\$ 12,216,474	Carry-over	(654,148)
			Total Operating Cash	\$ 10,961,915

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PALMDALE WATER DISTRICT 2015 BUDGET - FUNDS ANALYSIS 2014 Budget (Adopted)

		2014 Budget			
		Actual Ending Balance 12/31/2013	Sources	Uses	Projected Balance 12/31/2014
Sources of Cash					
Net Operating Income			\$ (8,367,550)		
Adjustment - Water Quality (GAC Media)			1,638,000		
Adjustment - Depreciation/Amortization Add Back			7,350,000		
Adjustment - Post Employment Benefits (GASB 45)			2,000,000		
Adjustment - Bad Debt			100,000		
Adjustment - Service Costs Construction			125,000		
Adjustment - Capitalized Construction			(1,000,000)		
Net Non-Operating Income			3,212,000		
Cash from Revenues above Expenses to place into funds			\$ 5,057,450		
Reserve Funds (Based on Resolution No. 13-13)					
1	Capital Improvement Fund (CIF)	\$ -	\$ 150,000	\$ 150,000	\$ -
2	Bond Proceeds Fund	7,761,000	-	5,678,500	2,082,500
3	Debt Service Reserve Fund	-	-	-	-
4	Rate Stabilization Fund (Operating Cash)	480,000	480,000	-	960,000
Total Legally Restricted		\$ 8,241,000	\$ 630,000	\$ 5,828,500	\$ 3,042,500
5	Dam Self Insurance	\$ -	\$ 5,000,000	\$ -	\$ 5,000,000
6	O&M Operating Reserve (3-Months operating exp.)	5,866,647	2,077,450	3,193,743	4,750,354
7	O&M Emergency Reserve	-	-	-	-
8	Unrestricted Reserves	5,869,827	(2,500,000)	3,325,000	44,827
Total Board Restricted		\$ 11,736,474	\$ 4,577,450	\$ 6,518,743	\$ 9,795,181
Total Operating Cash		\$ 12,216,474			\$ 10,755,181

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PALMDALE WATER DISTRICT 2015 BUDGET (18,800 Acre Foot) - 5.5% Increase

	PROPOSED 2015	PROJECTED 2014	BUDGET 2014	ACTUAL 2013	ACTUAL 2012
Operating Revenue					
Wholesale Water (AVEK & LCID)	225,000	195,000	225,000	192,316	50,345
Retail Water	22,319,500	21,680,500	22,471,000	22,289,376	21,272,059
Other Operating Revenue	1,450,000	1,325,000	1,700,000	1,670,371	1,339,084
	<u>23,994,500</u>	<u>23,200,500</u>	<u>24,396,000</u>	<u>24,152,063</u>	<u>22,661,487</u>
Operating Expenses					
Departmental Salaries (Includes Overtime)	7,109,250	6,815,100	6,902,600	6,525,528	6,581,456
Departmental Taxes & Program Benefits	705,000	669,250	667,500	638,641	533,543
Departmental Healthcare	1,443,000	1,381,400	1,408,400	1,442,138	1,500,491
Departmental CalPERS	1,351,750	1,284,850	1,284,700	1,065,484	1,190,148
Departmental Operating Expenses	6,347,350	7,072,848	7,593,850	6,032,849	5,980,632
Water Purchases & Recovery (OAP Included)	2,550,000	2,030,000	2,550,000	2,072,169	3,219,959
Water Quality (GAC Media)	1,146,500	1,240,000	1,638,000	1,133,176	1,550,184
Capitalized Expenditures	1,628,000	1,872,000	2,143,500	726,135	713,641
Cash Expenses	<u>22,280,850</u>	<u>22,365,448</u>	<u>24,188,550</u>	<u>19,636,120</u>	<u>21,270,054</u>
Non-Cash Expenses	<u>7,675,000</u>	<u>7,571,000</u>	<u>8,575,000</u>	<u>7,972,883</u>	<u>8,556,168</u>
Net Operating Income/(Loss)	<u>(5,961,350)</u>	<u>(6,735,948)</u>	<u>(8,367,550)</u>	<u>(3,456,940)</u>	<u>(7,164,735)</u>
Non-operating Revenues	7,420,000	7,404,000	7,145,000	6,584,573	8,090,243
Non-operating Expenses	<u>4,220,000</u>	<u>4,508,750</u>	<u>3,933,000</u>	<u>3,888,167</u>	<u>4,045,482</u>
Net Non-operating Income/(Loss)	<u>3,200,000</u>	<u>2,895,250</u>	<u>3,212,000</u>	<u>2,696,406</u>	<u>4,044,761</u>
Net Earnings(Loss)	<u>(2,761,350)</u>	<u>(3,840,698)</u>	<u>(5,155,550)</u>	<u>(760,535)</u>	<u>(3,119,974)</u>

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PALMDALE WATER DISTRICT 2015 BUDGET (18,800 Acre Foot) - New Rates 5.5%

	PROPOSED 2015	PROJECTED 2014	BUDGET ² 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011
Operating Revenue						
Wholesale Water (AVEK & LCID)	225,000	195,000	225,000	192,316	50,345	-
Water Sales	8,805,000	8,382,500	9,053,000	9,025,493	8,732,110	7,828,995
Meter Fees	11,843,000	11,313,000	11,255,000	11,059,700	10,318,032	10,331,401
Water Quality Fees	1,146,500	1,465,000	1,638,000	1,650,551	1,658,418	1,544,001
Elevation Fees	525,000	520,000	525,000	553,631	563,499	514,356
Other	1,450,000	1,325,000	1,700,000	1,670,371	1,339,084	1,586,910
	<u>23,994,500</u>	<u>23,200,500</u>	<u>24,396,000</u>	<u>24,152,063</u>	<u>22,661,487</u>	<u>21,805,664</u>
Operating Expenses						
Directors	118,500	140,750	114,500	102,406	109,815	144,707
Administration	2,678,250	3,214,620	3,450,000	2,195,303	2,499,320	3,601,954
Engineering	1,267,000	1,063,000	1,079,800	1,265,376	1,155,799	1,170,449
Facilities	6,016,000	3,354,250	3,408,500	2,926,478	3,305,594	3,215,769
Operations	2,641,000	5,231,750	5,453,500	5,230,842	4,738,208	4,681,601
Finance	2,860,750	3,020,500	2,968,750	2,907,898	2,840,351	2,790,709
Water Conservation	262,000	175,750	270,000	237,710	223,804	207,563
Human Resources	326,600	251,100	283,400	199,673	192,206	235,797
Information Technology	786,250	771,728	828,600	638,953	721,173	562,174
Water Purchases	2,400,000	2,670,000	2,400,000	2,247,247	3,614,861	2,657,610
OAP Chrg (Prior Year)	250,000	1,000	250,000	436,485	-	(591,517)
Water Recovery	(100,000)	(641,000)	(100,000)	(611,563)	(394,902)	(1,363,902)
Water Quality (GAC Media)	1,146,500	1,240,000	1,638,000	1,133,176	1,550,184	1,219,205
Plant Expenditures	1,628,000	1,872,000	2,143,500	726,135	713,641	297,937
Cash Expenses	<u>22,280,850</u>	<u>22,365,448</u>	<u>24,188,550</u>	<u>19,636,120</u>	<u>21,270,054</u>	<u>18,830,058</u>
Depreciation	6,450,000	7,136,500	7,350,000	7,483,036	7,768,448	7,285,492
Post Employment Benefit (GASB 45)	2,000,000	2,002,500	2,000,000	1,659,752	1,716,709	1,803,368
Bad Debts	100,000	(10,000)	100,000	(19,586)	(104,725)	49,729
Service Costs Construction	125,000	(39,000)	125,000	88,060	168,706	28,429
Capitalized Construction	(1,000,000)	(1,519,000)	(1,000,000)	(1,238,379)	(992,970)	(1,021,987)
Non-Cash Expenses	<u>7,675,000</u>	<u>7,571,000</u>	<u>8,575,000</u>	<u>7,972,883</u>	<u>8,556,168</u>	<u>8,145,031</u>
Net Operating Income/(Loss)	<u>(5,961,350)</u>	<u>(6,735,948)</u>	<u>(8,367,550)</u>	<u>(3,456,940)</u>	<u>(7,164,735)</u>	<u>(5,169,425)</u>
Non-operating Revenues						
Assessments (Debt Service)	5,100,000	4,977,000	4,400,000	4,899,758	4,394,572	5,562,065
Assessments (1%)	1,750,000	1,760,000	1,600,000	1,765,553	1,518,943	-
Successor Agency Component (Prop Tax)	200,000	248,000	200,000	651,377	185,432	-
DWR Fixed Charge Recovery	100,000	133,500	100,000	233,833	549,374	-
Interest	35,000	43,750	35,000	34,920	24,866	78,519
Market Adj. on Investments	-	3,500	(10,000)	(39,707)	-	-
Capital Improvement Fees	50,000	13,250	150,000	244,949	1,257,818	1,225,519
Grants - State & Federal	-	-	485,000	-	-	76,200
Sale of Real Property	-	-	-	-	-	-
Other	185,000	225,000	185,000	(1,206,109)	159,238	165,515
	<u>7,420,000</u>	<u>7,404,000</u>	<u>7,145,000</u>	<u>6,584,573</u>	<u>8,090,243</u>	<u>7,107,818</u>
Non-operating Expenses						
Interest Paid & Amortization on long-term debt	2,111,000	2,329,750	2,111,000	2,035,498	2,417,320	2,540,875
Amortization of SWP	1,679,000	1,914,000	1,679,000	1,737,506	1,578,940	1,453,125
Capital Leasing	-	-	-	-	-	-
Capital Contributions	-	-	-	-	-	-
Low-Income Relief Fund	180,000	160,000	-	-	-	-
Water Conservation	250,000	105,000	143,000	115,163	49,222	95,662
	<u>4,220,000</u>	<u>4,508,750</u>	<u>3,933,000</u>	<u>3,888,167</u>	<u>4,045,482</u>	<u>4,089,662</u>
Net Non-operating Income/(Loss)	<u>3,200,000</u>	<u>2,895,250</u>	<u>3,212,000</u>	<u>2,696,406</u>	<u>4,044,761</u>	<u>3,018,155</u>
Net Earnings(Loss)	<u>(2,761,350)</u>	<u>(3,840,698)</u>	<u>(5,155,550)</u>	<u>(760,535)</u>	<u>(3,119,974)</u>	<u>(2,151,270)</u>

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PALMDALE WATER DISTRICT 5-YEAR CASH FLOW (Aggregate) - 5.5% Increase

	Proposed 2015	Projected 2014	Audited Numbers		
			2013	2012	2011
Beginning Cash	10,961,915	12,216,474	8,852,185	9,463,250	8,122,631
Operating Activities					
Net Operating Revenues	23,994,500	23,200,500	24,125,011	23,126,334	21,768,599
Net Operating Expenses	22,280,850	22,365,448	20,665,315	22,232,461	18,924,721
Net cash provided by operating activities	1,713,650	835,052	3,459,696	893,873	2,843,878
Other Sources and Uses of Cash					
Assessments received	7,050,000	6,985,000	7,316,688	5,903,403	4,826,073
Payments for State Water Project	(3,440,289)	(2,391,000)	(2,821,029)	(2,832,287)	(2,225,748)
Capital Improvement Fees Received	50,000	13,250	244,949	1,257,817	1,225,519
Water Conservation	(250,000)	(105,000)	-	-	-
Proceeds on Issuance of Long Term Debt					
Acquisition of Property, Plant & Equip. - Current Yr	(1,772,000)	(2,333,212)	(1,817,663)	(2,572,722)	(2,422,408)
Capital Leasing	(217,500)	(239,557)	(229,597)	(223,539)	-
Principal Paid on Long Term Debt	(1,518,421)	(1,472,774)	(1,778,719)	(1,220,000)	(1,170,000)
Interest Paid on Long Term Debt	(2,203,532)	(2,244,420)	(1,840,455)	(2,414,192)	(2,465,142)
State Grants and Other Income	5,000	65,000	315,499	571,895	655,472
Interest on Investments	35,000	47,250	34,920	24,687	72,975
Net Cash Provided by Other Sources and Uses	(2,261,742)	(1,675,463)	(575,407)	(1,504,938)	(1,503,259)
Net Increase (Decrease) in Cash	(548,092)	(840,411)	2,884,289	(611,065)	1,340,619
Rate Stabilization Fund	-	240,000	480,000	-	-
Cash End of Year	10,413,823	11,616,063	12,216,474	8,852,185	9,463,250
Less Restricted Cash	-	-	-	-	1,661,732
Acquisition of Property, Plant & Equip. - Carryover	-	(654,148)	-	-	-
Available Operating Cash	10,413,823	10,961,915	12,216,474	8,852,185	7,801,518

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PALMDALE WATER DISTRICT

Historical & Projected Debt Service Coverage (\$000s) - 5.5% Rate Increase (2015 thru 2019)

Fiscal Year Ending December 31	Audited	Audited	Audited	Audited	Audited	June	Projected	New Prop 218 Rate Period				
	2009	2010	2011	2012	2013	2014	2014	2015	2016	2017	2018	2019
OPERATING REVENUES	21,025	21,641	21,660	22,597	24,125	10,663	23,201	23,995	25,315	26,707	28,176	29,726
Rate increase	1,048											
Rate Stabilization Fund					(480)		(240)					
	22,073	21,641	21,660	22,597	23,645	10,663	22,961	23,995	25,315	26,707	28,176	29,726
OPERATING EXPENSES												
Gross operating expenses	20,814	23,092	20,481	22,216	20,665	10,672	23,019	22,935	23,623	24,332	25,062	25,813
Overhead adjustment	(1,494)	(576)	(477)	(43)	(217)							
SWP Fixed operations and maint	(1,151)	(1,094)	(905)	(915)	(720)	(1,252)	(363)	(147)	(1,000)	(1,000)	(1,000)	(1,000)
Capital portion included above	377						(1,872)	(1,628)	(2,500)	(2,500)	(2,500)	(2,500)
TOTAL EXPENSES	18,546	21,422	19,099	21,258	19,728	9,420	20,784	21,160	20,123	20,832	21,562	22,313
NET OPERATING REVENUES	3,527	219	2,561	1,339	3,917	1,243	2,176	2,835	5,192	5,875	6,614	7,412
NON-OPERATING REVENUE												
Ad valorem property taxes	2,447	1,932	1,519	1,704	2,417	1,121	1,750	1,750	1,750	1,750	1,750	1,750
Interest income	48	89	79	25	35	31	50	50	50	50	50	50
Capital improvement fees	37	149	1,226	1,258	245	3	13	50	50	50	50	50
Other income	405	1,243	529	843	434	153	225	185	185	185	185	185
Rate Assistance Program							(160)	(180)	(180)	(180)	(180)	(180)
TOTAL NON-OPERATING INCOME	2,937	3,413	3,353	3,830	3,131	1,307	1,878	1,855	1,855	1,855	1,855	1,855
NET REV AVAILABLE FOR DEBT SERVICE	6,464	3,632	5,914	5,169	7,048	2,550	4,054	4,690	7,047	7,730	8,469	9,267
NET DEBT SERVICE												
1998 Certificates of Participation	1,504	1,511	1,505	1,507								
2004A Certificates of Participation	2,131	2,126	2,130	2,127	1,373							
2012 Issue - Bank of Nevada						687	1,373	1,372	1,374	1,373	1,370	1,373
2013A Water Revenue Bond					2,247	944	2,056	2,466	2,468	2,466	2,468	2,464
2017 Issue										1,000	1,000	1,000
2012 Capital Lease					180	105	218	218	218	54		
TOTAL DEBT SERVICE	3,635	3,637	3,635	3,634	3,799	1,736	3,647	4,056	4,059	4,893	4,837	4,838
DEBT SERVICE COVERAGE	1.78	1.00	1.63	1.42	1.86	1.47	1.11	1.16	1.74	1.58	1.75	1.92
NET REV AVAILABLE AFTER D/S	2,829	(5)	2,278	1,535	3,249	814	407	634	2,988	2,838	3,632	4,430

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PALMDALE WATER DISTRICT 2015 BUDGET REVENUES AND EXPENDITURES COMPARISON

Activity	Proposed 2015		Change from 2014 Projected
	Revenues	Expenditures	
Net Water Sales	\$ 9,030,000		\$ 452,500
Meter Fees	11,843,000		530,000
Elevation Fees	525,000		5,000
Other Operating Revenue	1,450,000		125,000
Water Quality Fees (Restricted Use)	1,146,500		(318,500)
Directors		\$ 118,500	(22,250)
Administration		2,678,250	(536,370)
Engineering		1,267,000	204,000
Facilities		6,016,000	2,661,750
Operations		2,641,000	(2,590,750)
Finance		2,860,750	(159,750)
Water Conservation		262,000	86,250
Human Resources		326,600	75,500
Information Technology		786,250	14,522
Water Purchases		2,550,000	520,000
Capitalized Expenditures		1,628,000	(244,000)
Water Quality Expense (GAC)		1,146,500	(93,500)
SUBTOTAL OPERATING	\$ 23,994,500	\$ 22,280,850	
Operating Revenue Over/(Under) Expense	\$ 1,713,650		\$ 878,598
Assessments received	\$ 7,050,000		\$ 65,000
Capital Improvement Fees	50,000		36,750
State Grants	-		-
Interest on Investments	35,000		(12,250)
Other Income	5,000		(60,000)
Payments for State Water Project		\$ 3,440,289	1,049,289
Principal Paid on Long Term Debt		1,518,421	(725,999)
Interest Paid on Long Term Debt		2,203,532	730,758
Capital Leasing		217,500	(22,057)
Water Conservation		250,000	145,000
Rate Stabilization Fund (Addition)/Subtraction		-	(240,000)
Capitalized Projects		1,772,000	(1,215,360)
	\$ 31,134,500	\$ 31,682,592	
Increase/(Decrease) in Cash Balance	\$ (548,092)		\$ 706,467

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PALMDALE WATER DISTRICT 2015 BUDGET

SUMMARY OF REVENUES AND EXPENDITURES - 2015 BUDGET

Cash Basis (18,800 Ac. Ft.) - 5.5% Increase

Activity	Estimated Cash Revenues	Estimated Cash Expenditures
Net Water Sales	\$ 9,030,000	
Meter Fees	11,843,000	
Elevation Fees	525,000	
Other Operating Revenue	1,450,000	
Water Quality Fees (Restricted Use)	1,146,500	
(Increase)/Decrease in Cash (From Operating)	(1,713,650)	
Directors		\$ 118,500
Administration		2,678,250
Engineering		1,267,000
Facilities		6,016,000
Operations		2,641,000
Finance		2,860,750
Water Conservation		262,000
Human Resources		326,600
Information Technology		786,250
Water Purchases		2,550,000
Capitalized Expenditures		1,628,000
Water Quality Expense (GAC)		1,146,500
SUBTOTAL OPERATING	\$ 22,280,850	\$ 22,280,850
Projected Beginning Cash - 01/01/2014	\$ 10,961,915	
Assessments received	7,050,000	
Capital Improvement Fees	50,000	
State Grants	-	
Interest on Investments	35,000	
Other Income	5,000	
Payments for State Water Project		3,440,289
Principal Paid on Long Term Debt		1,518,421
Interest Paid on Long Term Debt		2,203,532
Capital Leasing		217,500
Water Conservation		250,000
Acquisition of Property, Plant & Equipment		1,772,000
	\$ 18,101,915	\$ 9,401,742
Projected Ending Cash - Non-Operating	8,700,173	
Increase/(Decrease) in Cash (From Operating)	1,713,650	
Projected Ending Cash - 12/31/2015	10,413,823	
Less Restricted Cash	-	
Available Operating Cash - 12/31/2015	\$ 10,413,823	

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PALMDALE WATER DISTRICT 2015 BUDGET

SUMMARY OF REVENUES AND EXPENDITURES - 2014 PROJECTED

Cash Basis		
Activity	Estimated Cash Revenues	Estimated Cash Expenditures
Net Water Sales	\$ 8,577,500	
Meter Fees	11,313,000	
Elevation Fees	520,000	
Other Operating Revenue	1,325,000	
Water Quality Fees (Restricted Use)	1,465,000	
(Increase)/Decrease in Cash (From Operating)	(835,052)	
Directors		\$ 140,750
Administration		3,214,620
Engineering		1,063,000
Facilities		3,354,250
Operations		5,231,750
Finance		3,020,500
Water Conservation		175,750
Human Resources		251,100
Information Technology		771,728
Water Purchases		2,030,000
Capitalized Expenditures		1,872,000
Water Quality Expense (GAC)		1,240,000
SUBTOTAL OPERATING	\$ 22,365,448	\$ 22,365,448
Actual Beginning Cash - 01/01/2013 (Audited)	\$ 12,216,474	
Assessments received	6,985,000	
Capital Improvement Fees	13,250	
State Grants	-	
Interest on Investments	47,250	
Other Income	65,000	
Payments for State Water Project		2,391,000
Principal Paid on Long Term Debt		2,244,420
Interest Paid on Long Term Debt		1,472,774
Capital Leasing		239,557
Water Conservation		105,000
Acquisition of Property, Plant & Equipment		2,333,212
	\$ 19,326,974	\$ 8,785,963
Projected Ending Cash - Non-Operating	10,541,011	
Rate Stabilization Fund	240,000	
Increase/(Decrease) in Cash (From Operating)	835,052	
Projected Ending Cash - 12/31/2014	11,616,063	
Less Restricted Cash	-	
Property, Plant & Equip. - Carryover	(654,148)	
Available Operating Cash - 12/31/2014	\$ 10,961,915	

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PALMDALE WATER DISTRICT 2015 BUDGET

SUMMARY OF REVENUES AND EXPENDITURES - 2014 BUDGET

Cash Basis (18,800 Ac. Ft.) - 2.0% Increase (Adopted)

Activity	Estimated Cash Revenues	Estimated Cash Expenditures
Net Water Sales	\$ 9,278,000	
Meter Fees	11,255,000	
Elevation Fees	525,000	
Other Operating Revenue	1,700,000	
Water Quality Fees (Restricted Use)	1,638,000	
(Increase)/Decrease in Cash (From Operating)	(235,550)	
Directors		\$ 114,500
Administration		3,490,000
Engineering		1,079,800
Facilities		3,408,500
Operations		5,453,500
Finance		2,968,750
Water Conservation		270,000
Human Resources		215,300
Information Technology		828,600
Water Purchases		2,550,000
Capitalized Expenditures		2,143,500
Water Quality Expense (GAC)		1,638,000
SUBTOTAL OPERATING	\$ 24,160,450	\$ 24,160,450
Projected Beginning Cash - 01/01/2014	\$ 10,775,511	
Assessments received	6,200,000	
Capital Improvement Fees	150,000	
State Grants	485,000	
Interest on Investments	25,000	
Other Income	185,000	
Payments for State Water Project		2,336,380
Principal Paid on Long Term Debt		1,473,000
Interest Paid on Long Term Debt		2,245,000
Capital Leasing		217,500
Water Conservation		143,000
Acquisition of Property, Plant & Equipment		886,000
	\$ 17,820,511	\$ 7,300,880
Projected Ending Cash - Non-Operating	10,519,631	
Increase/(Decrease) in Cash (From Operating)	235,550	
Projected Ending Cash - 12/31/2014	10,755,181	
Less Restricted Cash	-	
Available Operating Cash - 12/31/2014	\$ 10,755,181	

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PALMDALE WATER DISTRICT 2015 BUDGET

Directors

PERSONNEL BUDGET:

		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
		2015	2014	2014	2013	2012	2011
1-01-4000-000	Directors Fees	45,000	68,000	45,000	49,950	40,650	41,850
Benefits							
1-01-4005-000	Payroll Taxes	5,500	5,500	5,500	3,821	3,167	6,009
1-01-4010-000	Health Insurance	58,000	53,250	54,000	45,405	62,579	89,580
	Subtotal (Benefits)	63,500	58,750	59,500	49,226	65,746	95,589
	Personnel Expenses	108,500	126,750	104,500	99,176	106,396	137,439
OPERATING EXPENSES:							
1-01-4050-000	Director's Travel, Seminars & Meetings	10,000	14,000	10,000	3,229	3,419	7,268
	Total Operating Expense	10,000	14,000	10,000	3,229	3,419	7,268
	Total Departmental Expenses	118,500	140,750	114,500	102,406	109,815	144,707

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Administration

Budget 2014: 3,450,000
Projected Actual 2014: 3,214,620
Requested 2015: 2,678,250

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-02-4000-000 Salaries	860,500	773,000	656,000	493,945	499,688	551,638
1-02-4000-100 Salaries - Departmental Overtime	8,250	8,000	7,500	7,450	8,678	6,217
Subtotal (Salaries - Departmental)	868,750	781,000	663,500	501,395	508,366	557,854
Employee Benefits (Departmental)						
1-02-4005-000 Payroll Taxes	66,000	51,000	41,500	30,878	30,681	35,497
1-02-4010-000 Health Insurance	134,000	110,500	96,000	80,560	82,661	104,849
1-02-4015-000 Pers	182,250	148,500	132,500	86,034	91,869	88,045
Subtotal (Benefits - Departmental)	382,250	310,000	270,000	197,472	205,211	228,391
Employee Salaries & Benefits (District Wide)						
1-02-4000-200 Salaries - District-wide Oncall/Standby	65,250	54,500	60,000	57,569	54,620	58,299
1-02-4020-000 Worker's Comp	125,000	108,000	125,000	110,558	126,579	157,099
1-02-4025-000 Vacation Benefit Expense	35,000	28,000	35,000	33,866	(91,399)	31,402
1-02-4030-000 Life Insurance/EAP Program	8,000	8,000	7,500	7,283	7,115	7,876
Subtotal (Salaries/Benefits - District Wide)	233,250	198,500	227,500	209,276	96,914	254,676
Personnel Expenses	1,484,250	1,289,500	1,161,000	908,143	810,492	1,040,921
OPERATING EXPENSES:						
Total Operating Expense	1,194,000	1,925,120	2,289,000	1,287,160	1,688,829	2,561,033
Total Departmental Expenses	2,678,250	3,214,620	3,450,000	2,195,303	2,499,320	3,601,954

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PALMDALE WATER DISTRICT 2015 BUDGET

Administration

<u>Administration</u>		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL	
PERSONNEL BUDGET:		2015	2014	2014	2013	2012	2011	
1-02-4000-000	Salaries	860,500	773,000	656,000	493,945	499,688	551,638	
1-02-4000-100	Salaries - Departmental Overtime	8,250	8,000	7,500	7,450	8,678	6,217	
1-02-4000-200	Salaries - District-wide Oncall/Standby	65,250	54,500	60,000	57,569	54,620	58,299	
Subtotal (Salaries)		934,000	835,500	723,500	558,963	562,986	616,153	
Employee Benefits								
1-02-4005-000	Payroll Taxes	66,000	51,000	41,500	30,878	30,681	35,497	
1-02-4010-000	Health Insurance	134,000	110,500	96,000	80,560	82,661	104,849	
1-02-4015-000	Pers	182,250	148,500	132,500	86,034	91,869	88,045	
1-02-4020-000	Worker's Comp (District-wide)	125,000	108,000	125,000	110,558	126,579	157,099	
1-02-4025-000	Vacation Benefit Expense (District-wide)	35,000	28,000	35,000	33,866	(91,399)	31,402	
1-02-4030-000	Life Insurance/EAP Program (District-wide)	8,000	8,000	7,500	7,283	7,115	7,876	
Subtotal (Benefits)		550,250	454,000	437,500	349,179	247,505	424,768	
Personnel Expenses		1,484,250	1,289,500	1,161,000	908,143	810,492	1,040,921	
OPERATING EXPENSES:								
1-02-4050-000	Staff Travel	1	-	7,500	8,000	6,058	8,537	7,001
1-02-4050-100	General Manager Travel		5,000	6,000	5,000	6,056	5,679	5,964
1-02-4060-000	Staff Conferences & Seminars	1	-	3,000	3,000	1,150	754	378
1-02-4060-100	General Manager Conferences & Seminars		4,000	3,600	4,500	2,631	2,184	1,905
1-02-4070-000	Employee Expense	1	-	-	-	24,014	41,677	37,458
1-02-4080-000	Other Operating		20,000	19,000	20,000	19,627	13,460	25,511
1-02-4110-000	Consultants		175,000	145,000	200,000	42,590	202,170	235,470
1-02-4125-000	Insurance		285,000	275,000	300,000	254,505	296,966	278,683
1-02-4130-000	Bank Charges		140,000	137,000	130,000	118,886	108,284	128,732
1-02-4135-000	Groundwater Adjudication		75,000	258,000	400,000	299,901	228,378	1,053,682
1-02-4135-100	Groundwater Adjudication - Woods Class		-	601,670	590,500	-	-	-
1-02-4140-000	Legal Services		160,000	165,000	200,000	121,927	395,212	349,197
1-02-4140-100	Legal Services - Consultants		-	-	-	-	25,000	140,275
1-02-4150-000	Accounting Services		25,000	22,500	25,000	23,692	22,304	25,745
1-02-4155-000	Contracted Services		-	-	-	27,955	25,057	26,856
1-02-4155-205	Contracted Services - Landscape Services	2	-	10,250	10,500	-	-	-
1-02-4155-210	Contracted Services - Janatorial Services	2	-	11,000	12,000	-	-	-
1-02-4155-215	Contracted Services - Elevator Services	2	-	3,100	3,250	-	-	-
1-02-4155-220	Contracted Services - GASB45 Actuarial	3	-	-	3,250	-	-	-
1-02-4165-000	Memberships/Subscriptions		210,000	110,000	210,000	207,832	106,298	92,884
1-02-4170-000	Elections		-	-	-	-	78,451	-
1-02-4175-000	Permits		10,000	11,000	15,000	9,230	9,111	10,713
1-02-4180-000	Postage		27,500	26,500	30,000	16,640	21,056	22,377
1-02-4190-100	Public Relations - Publications		35,000	30,000	40,000	33,949	25,928	38,094
1-02-4190-900	Public Relations - Other		1,000	1,000	1,000	1,201	1,437	1,102
1-02-4200-000	Advertising		3,500	3,500	5,000	2,095	4,325	2,745
1-02-4205-000	Office Supplies		18,000	22,000	18,000	17,886	17,878	18,833
1-02-4215-200	Natural Gas - Office Building	2	-	3,500	5,000	3,529	3,637	4,541
1-02-4220-200	Electricity - Office Building	2	-	50,000	50,000	45,805	45,048	46,495
1-02-4230-110	Mtce & Rep Office -Equipment		-	-	-	-	-	615
1-02-4255-000	Office Furniture		-	-	-	-	-	5,559
1-02-6300-100	Supplies - Janitorial		-	-	-	-	-	218
Total Operating Expense		1,194,000	1,925,120	2,289,000	1,287,160	1,688,829	2,561,033	
Total Departmental Expenses		2,678,250	3,214,620	3,450,000	2,195,303	2,499,320	3,601,954	

1 Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

2 Re-aligned all expenses related to maintaining facilities to the Facilities Department. This will serve for consolidated reporting of the overall expense.

3 Moved GASB 45 Actuarial expenses over to Finance Department.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Engineering

Budget 2014: 1,079,800
Projected Actual 2014: 1,063,000
Requested 2015: 1,267,000

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-03-4000-000 Salaries	796,750	667,000	668,500	802,373	761,583	777,873
1-03-4000-100 Salaries - Departmental Overtime	6,750	8,000	6,500	5,977	1,173	10,758
Subtotal (Salaries - Departmental)	803,500	675,000	675,000	808,349	762,756	788,631
Employee Benefits (Departmental)						
1-03-4005-000 Payroll Taxes	61,000	54,000	51,500	60,690	57,388	57,608
1-03-4010-000 Health Insurance	154,000	134,000	134,800	165,163	157,833	151,270
1-03-4015-000 Pers	169,000	141,250	133,500	139,915	143,557	134,619
Subtotal (Benefits - Departmental)	384,000	329,250	319,800	365,768	358,778	343,496
Personnel Expenses	1,187,500	1,004,250	994,800	1,174,118	1,121,535	1,132,127
OPERATING EXPENSES:						
Total Operating Expense	79,500	58,750	85,000	91,259	34,264	38,322
Total Departmental Expenses	1,267,000	1,063,000	1,079,800	1,265,376	1,155,799	1,170,449

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PALMDALE WATER DISTRICT 2015 BUDGET

Engineering

		BUDGET	PROJECTED	BUDGET	BUDGET	ACTUAL	ACTUAL	ACTUAL
		2015	2014	2014	HOLD 2014	2013	2012	2011
PERSONNEL BUDGET:								
1-03-4000-000	Salaries	796,750	667,000	668,500		802,373	761,583	777,873
1-03-4000-100	Salaries - Departmental Overtime	6,750	8,000	6,500		5,977	1,173	10,758
	Subtotal (Salaries)	803,500	675,000	675,000		808,349	762,756	788,631
Employee Benefits								
1-03-4005-000	Payroll Taxes	61,000	54,000	51,500		60,690	57,388	57,608
1-03-4010-000	Health Insurance	154,000	134,000	134,800		165,163	157,833	151,270
1-03-4015-000	PERS	169,000	141,250	133,500		139,915	143,557	134,619
	Subtotal (Benefits)	384,000	329,250	319,800		365,768	358,778	343,496
	Personnel Expenses	1,187,500	1,004,250	994,800		1,174,118	1,121,535	1,132,127
OPERATING EXPENSES:								
1-03-4050-000	Staff Travel	-	2,500	3,000	-	4,218	4,239	4,275
1-03-4060-000	Staff Conferences & Seminars	-	2,500	2,500	-	1,460	1,415	2,557
1-03-4155-000	Contracted Services	-	-	-	-	11,023	4,186	9,513
1-03-4155-305	Contracted Services - GIS Services	40,000	40,000	40,000	-	-	-	-
1-03-4155-310	Contracted Services - Reproduction	18,000	-	18,000	-	-	-	-
1-03-4155-315	Contracted Services - Prod./Demand Database	-	-	-	67,000	-	-	-
1-03-4155-320	Contracted Services - Plotter/Scanner	2,500	-	2,500	-	-	-	-
1-03-4155-325	Contracted Services - Backflow Software	1,000	-	1,000	-	-	-	-
1-03-4165-000	Memberships/Subscriptions	2,000	1,500	2,000	-	1,390	2,798	2,763
1-03-4250-000	General Materials & Supplies	2,500	2,250	2,500	-	6,268	1,870	1,390
1-03-4230-110	Maintenance & Repair - Office Equipment	-	-	-	-	-	-	599
1-03-8100-100	Computer Software - Maint. & Support	13,500	10,000	13,500	-	66,900	19,757	17,226
	Total Operating Expense	79,500	58,750	85,000	67,000	91,259	34,264	38,322
	Total Departmental Expenses	1,267,000	1,063,000	1,079,800		1,265,376	1,155,799	1,170,449

1 Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Facilities

Budget 2014: 3,408,500
Projected Actual 2014: 3,354,250
Requested 2015: 6,016,000

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-04-4000-000 Salaries	2,049,000	1,571,000	1,450,000	1,307,909	1,423,089	1,370,889
1-04-4000-100 Salaries - Departmental Overtime	53,500	74,500	36,500	51,484	29,565	47,171
Subtotal (Salaries - Departmental)	2,102,500	1,645,500	1,486,500	1,359,393	1,452,654	1,418,060
Employee Benefits (Departmental)						
1-04-4005-000 Payroll Taxes	157,000	131,500	111,000	106,666	113,849	113,701
1-04-4010-000 Health Insurance	469,000	353,250	374,500	380,429	393,665	341,285
1-04-4015-000 Pers	388,500	307,250	278,000	224,502	269,180	243,376
Subtotal (Benefits - Departmental)	1,014,500	792,000	763,500	711,598	776,694	698,361
Personnel Expenses	3,117,000	2,437,500	2,250,000	2,070,991	2,229,348	2,116,421
OPERATING EXPENSES:						
Total Operating Expense	2,899,000	916,750	1,158,500	855,488	1,076,246	1,099,348
Total Departmental Expenses	6,016,000	3,354,250	3,408,500	2,926,478	3,305,594	3,215,769

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PALMDALE WATER DISTRICT 2015 BUDGET

Facilities

PERSONNEL BUDGET:

		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
		2015	2014	2014	2013	2012	2011
1-04-4000-000	Salaries	³ 2,049,000	1,571,000	1,450,000	1,307,909	1,423,089	1,370,889
1-04-4000-100	Salaries - Departmental Overtime	³ 53,500	74,500	36,500	51,484	29,565	47,171
	Subtotal (Salaries)	2,102,500	1,645,500	1,486,500	1,359,393	1,452,654	1,418,060
Employee Benefits							
1-04-4005-000	Payroll Taxes	157,000	131,500	111,000	106,666	113,849	113,701
1-04-4010-000	Health Insurance	469,000	353,250	374,500	380,429	393,665	341,285
1-04-4015-000	PERS	388,500	307,250	278,000	224,502	269,180	243,376
	Subtotal (Benefits)	1,014,500	792,000	763,500	711,598	776,694	698,361
	Personnel Expenses	3,117,000	2,437,500	2,250,000	2,070,991	2,229,348	2,116,421

OPERATING EXPENSES:

1-04-4050-000	Staff Travel	¹ -	6,500	2,500	731	78	625
1-04-4060-000	Staff Conferences & Seminars	¹ -	1,500	3,000	2,225	449	2,081
1-04-4155-000	Contracted Services	-	-	-	65,671	27,017	25,060
1-04-4155-405	Contracted Services - Landscape Svcs (All Sites)	² 15,500	5,000	5,000	-	-	-
1-04-4155-410	Contracted Services - Landscape Svcs (Wells)	26,000	28,125	26,000	-	-	-
1-04-4155-415	Contracted Services - Alarm Services	5,000	3,125	5,000	-	-	-
1-04-4155-420	Contracted Services - Janitorial Services (All Sites)	² 24,000	5,750	6,000	-	-	-
1-04-4155-425	Contracted Services - Pest Control Svcs (Contracted)	5,500	5,250	5,500	-	-	-
1-04-4155-430	Contracted Services - Pest Control Svcs (Plm Dam)	23,000	23,000	23,000	1,920	-	-
1-04-4155-435	Contracted Services - Elevator Services	² 3,500	-	-	-	-	-
1-04-4155-440	Contracted Services - SCADA Software	³ 12,000	-	-	-	-	-
1-04-4155-445	Contracted Services - SCADA Hardware	³ 3,500	-	-	-	-	-
1-04-4155-450	Contracted Services - Seismic Valve Controllers	³ 6,000	-	-	-	-	-
1-04-4155-499	Contracted Services - Miscellaneous	1,000	2,000	1,000	-	-	-
1-04-4175-000	Permits (Littlerock & Palmdale Dams)	50,000	20,000	50,000	45,887	-	-
1-04-4215-100	Natural Gas - Wells & Boosters	³ 236,000	-	-	-	-	-
1-04-4215-200	Natural Gas - Buildings	² 9,000	3,500	4,500	3,185	3,093	3,749
1-04-4220-100	Electricity - Wells & Boosters	³ 1,515,000	-	-	-	-	-
1-04-4220-200	Electricity - Buildings	² 75,000	25,500	30,000	19,777	28,758	11,665
1-04-4225-000	Maint. & Repair - Vehicles	40,000	28,000	45,000	33,536	34,347	43,599
1-04-4230-100	Maint. & Rep. Operations - Office Building	15,000	9,000	18,000	4,036	79,565	10,315
1-04-4235-110	Maint. & Rep. Operations - Equipment	6,500	6,000	7,500	7,156	7,259	5,689
1-04-4235-400	Maint. & Rep. Operations - Wells	75,000	60,000	135,000	41,435	67,600	105,612
1-04-4235-405	Maint. & Rep. Operations - Boosters	50,000	29,000	65,000	56,137	39,274	53,599
1-04-4235-410	Maint. & Rep. Operations - Shop Bldgs	10,000	10,000	10,000	9,209	6,618	20,998
1-04-4235-415	Maint. & Rep. Operations - Facilities	15,000	8,500	15,000	13,145	18,919	9,912
1-04-4235-420	Maint. & Rep. Operations - Water Lines	240,000	240,000	275,000	242,173	342,999	404,457
1-04-4235-425	Maint. & Rep. Operations - Littlerock Dam	15,000	5,000	15,000	-	16,524	19,649
1-04-4235-430	Maint. & Rep. Operations - Palmdale Dam	7,500	-	15,000	-	27,339	26,539
1-04-4235-435	Maint. & Rep. Operations - Palmdale Canal	10,000	1,500	3,000	230	373	184
1-04-4235-445	Maint. & Rep. Operations - Telemetry	³ 2,250	-	-	-	-	-
1-04-4235-450	Maint. & Rep. Operations - Hypo Generators	³ 12,000	-	-	-	-	-
1-04-4235-455	Maint. & Rep. Operations - Heavy Equipment	35,000	53,000	35,000	29,289	33,212	30,061
1-04-4235-460	Maint. & Rep. Operations - Storage Reservoirs	5,000	500	5,000	223	104	3,917
1-04-4270-300	Telecommunication - Other	³ 2,750	-	-	-	-	-
1-04-4300-300	Testing - Edison Testing	³ 6,000	-	-	-	-	-
1-04-6000-000	Waste Disposal	25,000	15,000	40,000	21,687	39,172	20,468
1-04-6100-100	Fuel and Lube - Vehicle	130,000	130,000	130,000	114,837	135,193	126,814
1-04-6100-200	Fuel and Lube - Machinery	43,000	47,000	43,000	25,012	40,573	31,097
1-04-6200-000	Uniforms	22,500	23,000	21,000	20,783	17,031	16,884
1-04-6300-100	Supplies - Misc.	47,500	52,000	47,500	39,783	38,922	41,510
1-04-6300-200	Supplies - Hypo Generators	³ 6,500	-	-	-	-	-
1-04-6300-300	Supplies - Electrical	³ 3,000	-	-	-	-	-
1-04-6300-400	Supplies - Telemetry	³ 5,000	-	-	-	-	-
1-04-6300-800	Supplies - Construction Materials	35,000	45,000	45,000	33,398	46,509	65,251
1-04-6400-000	Tools	12,000	13,000	12,000	11,207	12,863	7,968
1-04-7000-100	Leases -Equipment	12,500	12,000	15,000	12,817	12,457	11,647
	Total Operating Expense	2,899,000	916,750	1,158,500	855,488	1,076,246	1,099,348
	Total Departmental Expenses	6,016,000	3,354,250	3,408,500	2,926,478	3,305,594	3,215,769

¹ Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

² Re-aligned expenses related to maintaining facilities from other departments to the Facilities Department.

³ Re-aligned of duties transferred from the Operations Department to the Facilities Department. This reflects the move of personnel as well as the exepenses.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Operations

Budget 2014: 5,453,500
Projected Actual 2014: 5,231,750
Requested 2015: 2,641,000

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-05-4000-000 Salaries	1,104,500	1,497,250	1,734,000	1,620,378	1,643,361	1,571,485
1-05-4000-100 Salaries - Departmental Overtime	53,750	91,250	70,000	96,652	88,128	113,848
Subtotal (Salaries - Departmental)	1,158,250	1,588,500	1,804,000	1,717,029	1,731,489	1,685,334
Employee Benefits (Departmental)						
1-05-4005-000 Payroll Taxes	90,750	127,000	131,000	130,648	132,513	124,733
1-05-4010-000 Health Insurance	206,000	319,000	343,000	357,431	359,376	345,691
1-05-4015-000 Pers	218,000	300,000	324,000	274,670	308,076	273,221
Subtotal (Benefits - Departmental)	514,750	746,000	798,000	762,750	799,965	743,644
Personnel Expenses	1,673,000	2,334,500	2,602,000	2,479,779	2,531,453	2,428,978
OPERATING EXPENSES:						
Total Operating Expense	968,000	2,897,250	2,851,500	2,751,063	2,206,755	2,252,623
Total Departmental Expenses	2,641,000	5,231,750	5,453,500	5,230,842	4,738,208	4,681,601

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PALMDALE WATER DISTRICT 2015 BUDGET

Operations

PERSONNEL BUDGET:

		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
		2015	2014	2014	2013	2012	2011
1-05-4000-000	Salaries	² 1,104,500	1,497,250	1,734,000	1,620,378	1,643,361	1,571,485
1-05-4000-100	Salaries - Departmental Overtime	² 53,750	91,250	70,000	96,652	88,128	113,848
	Subtotal (Salaries)	1,158,250	1,588,500	1,804,000	1,717,029	1,731,489	1,685,334
Employee Benefits							
1-05-4005-000	Payroll Taxes	90,750	127,000	131,000	130,648	132,513	124,733
1-05-4010-000	Health Insurance	206,000	319,000	343,000	357,431	359,376	345,691
1-05-4015-000	PERS	218,000	300,000	324,000	274,670	308,076	273,221
	Subtotal (Benefits)	514,750	746,000	798,000	762,750	799,965	743,644
	Personnel Expenses	1,673,000	2,334,500	2,602,000	2,479,779	2,531,453	2,428,978

OPERATING EXPENSES:

1-05-4050-000	Staff Travel	¹ -	6,000	8,000	9,618	7,329	11,061
1-05-4060-000	Staff Conferences & Seminars	¹ -	3,000	9,500	6,177	10,530	11,856
1-05-4120-100	Training - Lab Equipment	¹ -	7,000	4,500	-	1,962	1,962
1-05-4120-200	Training - SCADA Network Equipment	¹ -	4,500	9,000	3,729	-	-
1-05-4155-000	Contracted Services	-	-	-	127,564	57,871	62,870
1-05-4155-505	Contracted Services - Landscape Services	2,000	1,750	2,000	-	-	-
1-05-4155-510	Contracted Services - Alarm Services	1,000	1,000	1,000	-	-	-
1-05-4155-515	Contracted Services - Janitorial Services	² -	6,000	5,750	-	-	-
1-05-4155-520	Contracted Services - Pest Control Services	² -	500	500	-	-	-
1-05-4155-525	Contracted Services - Wind Turbine Services	20,000	12,500	35,000	3,507	-	-
1-05-4155-530	Contracted Services - CMMS Software	10,000	10,025	10,000	-	-	-
1-05-4155-535	Contracted Services - SCADA Software	² -	11,500	11,000	-	-	-
1-05-4155-540	Contracted Services - Lab Software	1,500	1,500	1,500	-	-	-
1-05-4155-545	Contracted Services - Lab Equipment Services	6,000	4,500	6,000	-	-	-
1-05-4155-550	Contracted Services - Water Quality Services	25,000	25,000	25,000	-	-	-
1-05-4155-555	Contracted Services - SCADA Hardware	² -	3,575	3,500	-	-	-
1-05-4155-560	Contracted Services - Seismic Valve Controllers	² -	-	6,000	-	-	-
1-05-4155-599	Contracted Services - Miscellaneous	2,000	-	2,000	-	-	-
1-05-4175-000	Permits	40,000	32,250	45,000	36,598	39,536	30,831
1-05-4215-100	Natural Gas - Wells & Boosters	² -	273,500	236,000	152,638	100,834	90,390
1-05-4215-200	Natural Gas - Water Treatment Plant	3,000	2,500	3,000	2,571	914	2,503
1-05-4220-100	Electricity - Wells & Boosters	² -	1,704,000	1,515,000	1,455,798	1,113,121	1,168,686
1-05-4220-200	Electricity - Water Treatment Plant	125,000	123,000	125,000	112,683	131,036	182,572
1-05-4230-110	Maint. & Rep. Office - Equipment	500	500	500	395	-	334
1-05-4235-110	Maint. & Rep. Operations - Equipment	11,500	11,500	22,500	10,787	12,475	5,597
1-05-4235-410	Maint. & Rep. Operations - Shop Bldgs	6,000	6,000	6,000	15,254	2,674	595
1-05-4235-415	Maint. & Rep. Operations - Facilities	45,000	67,000	45,000	49,150	43,234	41,815
1-05-4235-445	Maint. & Rep. Operations - Telemetry	² -	1,000	2,250	4,807	4,962	14,490
1-05-4235-450	Maint. & Rep. Operations - Hypo Generators	² 18,000	51,500	30,000	22,296	4,013	1,344
1-05-4235-500	Maint. & Repair - Wind Turbine	6,000	-	6,000	-	-	-
1-05-4236-000	Palmdale Lake Management	15,000	10,000	15,000	10,114	14,742	14,645
1-05-4250-000	General Material & Supplies	-	-	-	-	-	1,167
1-05-4270-300	Telecommunication - Other	² -	3,000	2,750	2,784	2,557	3,003
1-05-4300-300	Testing - Edison Testing	² -	-	9,000	5,385	11,700	5,385
1-05-5011-000	Emergency Repair & Recovery	-	-	-	-	-	12,492
3-05-4300-100	R&D - Filter Media Testing	-	-	-	-	-	10,975
1-05-6000-000	Waste Disposal	14,000	25,500	14,000	23,904	3,161	36,357
1-05-6200-000	Uniforms	³ 12,000	15,150	12,000	12,355	9,973	7,862
1-05-6300-100	Supplies - Misc.	15,000	20,500	15,000	21,774	17,897	10,035
1-05-6300-200	Supplies - Hypo Generators	² -	6,500	6,750	3,750	5,785	5,590
1-05-6300-300	Supplies - Electrical	² -	-	3,500	2,414	4,145	2,304
1-05-6300-400	Supplies - Telemetry	² -	250	7,500	7,819	7,577	(3,926)
1-05-6300-600	Supplies - Lab	35,000	34,500	35,000	35,310	34,075	31,289
1-05-6300-700	Outside Lab Work	60,000	38,250	60,000	103,006	46,580	71,720
1-05-6400-000	Tools	6,500	8,000	6,500	5,807	4,190	6,677
1-05-6500-000	Chemicals	485,000	362,500	485,000	502,609	513,587	409,083
1-05-7000-100	Leases -Equipment	3,000	2,000	3,000	460	297	1,061
	Total Operating Expense	968,000	2,897,250	2,851,500	2,751,063	2,206,755	2,252,623
	Total Departmental Expenses	2,641,000	5,231,750	5,453,500	5,230,842	4,738,208	4,681,601

1 Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

2 Re-aligned of duties transferred from the Operations Department to the Facilities Department. This reflects the move of personnel as well as the exepenses.

3 Re-aligned expenses related to uniforms has not been adjusted at present time.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Finance

Budget 2014: 2,968,750
Projected Actual 2014: 3,020,500
Requested 2015: 2,860,750

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-06-4000-000 Salaries	1,546,000	1,539,500	1,645,000	1,524,644	1,533,269	1,508,723
1-06-4000-100 Salaries - Departmental Overtime	19,000	17,500	19,000	32,826	18,656	30,945
Subtotal (Salaries - Departmental)	1,565,000	1,557,000	1,664,000	1,557,470	1,551,925	1,539,668
Employee Benefits (Departmental)						
1-06-4005-000 Payroll Taxes	118,500	121,250	123,000	119,116	117,568	119,983
1-06-4010-000 Health Insurance	328,000	333,000	317,000	344,111	369,836	366,021
1-06-4015-000 Pers	320,000	317,750	331,000	272,569	289,841	264,424
Subtotal (Benefits - Departmental)	766,500	772,000	771,000	735,796	777,245	750,428
Personnel Expenses	2,331,500	2,329,000	2,435,000	2,293,266	2,329,170	2,290,096
OPERATING EXPENSES:						
Total Operating Expense	529,250	691,500	533,750	614,632	511,180	500,613
Total Departmental Expenses	2,860,750	3,020,500	2,968,750	2,907,898	2,840,351	2,790,709

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PALMDALE WATER DISTRICT 2015 BUDGET

Finance

		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2015	2014	2014	2013	2012	2011
1-06-4000-000	Salaries	1,546,000	1,539,500	1,645,000	1,524,644	1,533,269	1,508,723
1-06-4000-100	Salaries - Departmental Overtime	19,000	17,500	19,000	32,826	18,656	30,945
	Subtotal (Salaries)	1,565,000	1,557,000	1,664,000	1,557,470	1,551,925	1,539,668
Employee Benefits							
1-06-4005-000	Payroll Taxes	118,500	121,250	123,000	119,116	117,568	119,983
1-06-4010-000	Health Insurance	328,000	333,000	317,000	344,111	369,836	366,021
1-06-4015-000	PERS	320,000	317,750	331,000	272,569	289,841	264,424
	Subtotal (Benefits)	766,500	772,000	771,000	735,796	777,245	750,428
	Personnel Expenses	2,331,500	2,329,000	2,435,000	2,293,266	2,329,170	2,290,096
OPERATING EXPENSES:							
1-06-4050-000	Staff Travel	1	-	250	412	-	173
1-06-4060-000	Staff Conferences & Seminars	1	-	750	920	928	456
1-06-4155-100	Contracted Services - Infosend		205,000	205,000	185,652	215,422	215,438
1-06-4155-200	Contracted Services - Infosend Drought Related		-	5,000	-	-	-
1-06-4155-300	Contracted Services - Vendors		-	-	9,088	12,577	23,230
1-06-4160-605	Contracted Services - Assessor Data (Realquest)		10,000	10,000	-	-	-
1-06-4160-610	Contracted Services - Credit Reporting Services		4,000	4,000	262	-	-
1-06-4160-615	Contracted Services - AMR Services (Itron)		5,000	5,000	4,500	-	-
1-06-4160-620	Contracted Services - Letter Extractor (OPEX)		2,500	2,500	-	-	-
1-06-4160-625	Contracted Services - GASB45 Actuarial	2	3,250	-	-	-	-
1-06-4165-000	Memberships/Subscriptions		500	500	-	220	275
1-06-4230-110	Maintenance & Repair - Office Equipment		1,000	-	1,000	117	209
1-06-4235-440	Maint. & Rep. Operations - Large Meters		10,000	34,000	10,000	7,520	13,802
1-06-4235-470	Maint. & Rep. Operations - Meter Exchanges		225,000	370,000	225,000	351,146	210,001
1-06-4250-000	General Material & Supplies		6,000	4,000	6,000	8,056	2,810
1-06-4260-000	Business Forms		10,000	8,500	10,000	10,394	7,851
1-06-4270-100	Telecommunication - Office		12,000	13,000	12,000	10,863	13,995
1-06-4270-200	Telecommunication - Cellular Stipend		17,000	15,750	17,000	14,465	15,170
1-06-4270-300	Telecommunication - Cellular (District On-Call)		-	-	500	213	1,564
1-06-4300-200	Testing - Large Meter Testing		15,000	11,000	21,500	13,140	14,335
1-06-7000-100	Leases - Equipment		3,000	2,500	3,000	2,501	2,389
	Total Operating Expense		529,250	691,500	533,750	614,632	511,180
	Total Departmental Expenses		2,860,750	3,020,500	2,968,750	2,907,898	2,840,351

1 Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

2 Moved GASB 45 Actuarial expenses from Administration to Finance Department.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Water Conservation

Budget 2014: 270,000
Projected Actual 2014: 175,750
Requested 2015: 262,000

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-07-4000-000 Salaries	175,000	113,500	168,500	159,129	152,210	149,794
1-07-4000-100 Salaries - Departmental Overtime	1,000	3,000	1,000	1,104	1,000	939
Subtotal (Salaries - Departmental)	176,000	116,500	169,500	160,233	153,210	150,733
Employee Benefits (Departmental)						
1-07-4005-000 Payroll Taxes	13,500	9,500	13,000	12,244	11,710	11,498
1-07-4010-000 Health Insurance	37,500	23,000	31,500	27,415	20,340	15,310
1-07-4015-000 Pers	20,500	17,000	34,000	28,866	29,602	26,469
Subtotal (Benefits - Departmental)	71,500	49,500	78,500	68,524	61,652	53,277
Personnel Expenses	247,500	166,000	248,000	228,757	214,862	204,010
OPERATING EXPENSES:						
Total Operating Expense	14,500	9,750	22,000	8,953	8,942	3,552
Total Departmental Expenses	262,000	175,750	270,000	237,710	223,804	207,563

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PALMDALE WATER DISTRICT 2015 BUDGET

Water Conservation

		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
		2015	2014	2014	2013	2012	2011
PERSONNEL BUDGET:							
1-07-4000-000	Salaries	175,000	113,500	168,500	159,129	152,210	149,794
1-07-4000-100	Salaries - Departmental Overtime	1,000	3,000	1,000	1,104	1,000	939
	Subtotal (Salaries)	176,000	116,500	169,500	160,233	153,210	150,733
Employee Benefits							
1-07-4005-000	Payroll Taxes	13,500	9,500	13,000	12,244	11,710	11,498
1-07-4010-000	Health Insurance	37,500	23,000	31,500	27,415	20,340	15,310
1-07-4015-000	PERS	20,500	17,000	34,000	28,866	29,602	26,469
	Subtotal (Benefits)	71,500	49,500	78,500	68,524	61,652	53,277
	Personnel Expenses	247,500	166,000	248,000	228,757	214,862	204,010
OPERATING EXPENSES:							
1-07-4050-000	Staff Travel	¹ -	-	1,000	571	116	-
1-07-4060-000	Staff Conferences & Seminars	¹ -	-	1,000	1,338	399	35
1-07-4190-300	Public Relations - Landscape Workshop/Training	1,000	250	1,000	243	442	974
1-07-4190-400	Public Relations - Contests	1,000	-	1,000	709	-	58
1-07-4190-500	Public Relations - Education Programs	2,500	1,000	5,000	906	3,995	616
1-07-4190-700	Public Relations - General Media (Public Outreach)	3,000	3,000	3,000	1,535	875	-
1-07-4190-900	Public Relations - Other	2,000	500	5,000	180	3,116	-
1-07-6300-100	Supplies - Misc.	5,000	5,000	5,000	3,472	-	1,869
	Total Operating Expense	14,500	9,750	22,000	8,953	8,942	3,552
	Total Departmental Expenses	262,000	175,750	270,000	237,710	223,804	207,563

¹ Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Human Resources

Budget 2014: 283,400
Projected Actual 2014: 251,100
Requested 2015: 326,600

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-08-4000-000 Salaries	101,000	95,500	97,000	90,676	105,474	125,029
1-08-4000-100 Salaries - Departmental Overtime	-	9,600	9,600	-	-	-
Subtotal (Salaries - Departmental)	101,000	105,100	106,600	90,676	105,474	125,029
Employee Benefits (Departmental)						
1-08-4005-000 Payroll Taxes	7,750	8,500	7,500	6,677	8,432	7,693
1-08-4010-000 Health Insurance	18,500	17,000	19,200	-	14,396	20,343
1-08-4015-000 Pers	6,500	6,500	6,500	434	18,557	22,914
Subtotal (Benefits - Departmental)	32,750	32,000	33,200	7,110	41,384	50,950
Personnel Expenses	133,750	137,100	139,800	97,787	146,858	175,979
OPERATING EXPENSES:						
Total Operating Expense	192,850	114,000	143,600	101,887	45,348	59,818
Total Departmental Expenses	326,600	251,100	283,400	199,673	192,206	235,797

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PALMDALE WATER DISTRICT 2015 BUDGET

Human Resources

PERSONNEL BUDGET:

		BUDGET 2015	PROJECTED 2014	BUDGET 2014	ACTUAL 2013	ACTUAL 2012	ACTUAL 2011
1-08-4000-000	Salaries	101,000	95,500	97,000	90,676	105,474	125,029
1-08-4000-200	Salaries - Intern Program	-	9,600	9,600	-	-	-
	Subtotal (Salaries)	101,000	105,100	106,600	90,676	105,474	125,029
Employee Benefits							
1-08-4005-000	Payroll Taxes	7,750	8,500	7,500	6,677	8,432	7,693
1-08-4010-000	Health Insurance	18,500	17,000	19,200	-	14,396	20,343
1-08-4015-000	Pers	6,500	6,500	6,500	434	18,557	22,914
	Subtotal (Benefits)	32,750	32,000	33,200	7,110	41,384	50,950
	Personnel Expenses	133,750	137,100	139,800	97,787	146,858	175,979

OPERATING EXPENSES:

1-08-4050-000	Staff Travel	¹ 25,250	2,000	500	60	231	1,325
1-08-4060-000	Staff Conferences & Seminars	¹ 20,500	1,000	500	-	250	1,344
1-08-4070-000	Employee Expense	¹ 40,000	40,000	40,000	-	-	-
1-08-4090-000	Temporary Staffing	-	-	-	59,256	-	1,966
1-08-4095-000	Employee Recruitment	3,000	15,000	3,000	3,611	515	1,100
1-08-4100-000	Employee Retention	² 20,000	19,500	20,000	1,457	2,014	3,140
1-08-4105-000	Employee Relations	3,500	3,500	3,500	3,506	2,974	3,185
1-08-4110-000	Consultants	1,000	-	1,000	-	-	-
1-08-4120-100	Training - Safety	30,000	15,500	38,000	25,710	17,118	21,497
1-08-4120-200	Training - Speciality	¹ 26,000	-	-	-	-	-
1-08-4121-000	Safety/HR Program	1,000	250	1,000	-	-	-
1-08-4165-000	Memberships/Subscriptions	1,600	1,000	1,600	599	1,946	1,144
1-08-4165-100	HR/Safety Publications	1,000	250	1,000	289	348	1,246
1-08-4210-000	Office Furniture	-	-	-	-	-	196
1-08-6300-500	Supplies - Safety	20,000	16,000	33,500	7,400	19,952	23,677
	Total Operating Expense	192,850	114,000	143,600	101,887	45,348	59,818
	Total Departmental Expenses	326,600	251,100	283,400	199,673	192,206	235,797

1 Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

2 During the year the Board of Directors approved reallocation of funds received from ACWA/JPIA refund to be utilized for an employee picnic, christmas party, and PWD logo shirts for the employees.

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PALMDALE WATER DISTRICT FINANCE COMMITTEE - 2015 BUDGET (Departmental Overview)

Information Technology

Budget 2014: 828,600
Projected Actual 2014: 771,728
Requested 2015: 786,250

	BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
	2015	2014	2014	2013	2012	2011
DEPARTMENT PERSONNEL BUDGET:						
1-09-4000-000 Salaries	221,500	222,000	226,000	220,881	218,357	196,681
1-09-4000-100 Salaries - Departmental Overtime	2,500	2,000	2,500	2,583	1,956	1,773
Subtotal (Salaries - Departmental)	224,000	224,000	228,500	223,463	220,313	198,453
Employee Benefits (Departmental)						
1-09-4005-000 Payroll Taxes	17,000	17,000	16,000	16,193	15,942	14,034
1-09-4010-000 Health Insurance	38,000	38,400	38,400	41,624	39,804	38,554
1-09-4015-000 Pers	47,000	46,600	45,200	38,495	39,467	33,431
Subtotal (Benefits - Departmental)	102,000	102,000	99,600	96,312	95,212	86,019
Personnel Expenses	326,000	326,000	328,100	319,775	315,525	284,472
OPERATING EXPENSES:						
Total Operating Expense	460,250	445,728	500,500	319,178	405,648	277,702
Total Departmental Expenses	786,250	771,728	828,600	638,953	721,173	562,174

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PALMDALE WATER DISTRICT 2015 BUDGET

Information Technology

		BUDGET	PROJECTED	BUDGET	ACTUAL	ACTUAL	ACTUAL
PERSONNEL BUDGET:		2015	2014	2014	2013	2012	2011
1-09-4000-000	Salaries	221,500	222,000	226,000	220,881	218,357	196,681
1-09-4000-100	Salaries - Departmental Overtime	2,500	2,000	2,500	2,583	1,956	1,773
	Subtotal (Salaries)	224,000	224,000	228,500	223,463	220,313	198,453
Employee Benefits							
1-09-4005-000	Payroll Taxes	17,000	17,000	16,000	16,193	15,942	14,034
1-09-4010-000	Health Insurance	38,000	38,400	38,400	41,624	39,804	38,554
1-09-4015-000	PERS	47,000	46,600	45,200	38,495	39,467	33,431
	Subtotal (Benefits)	102,000	102,000	99,600	96,312	95,212	86,019
	Personnel Expenses	326,000	326,000	328,100	319,775	315,525	284,472

OPERATING EXPENSES:

1-09-4050-000	Staff Travel	¹ -	500	3,000	997	500	1,324
1-09-4060-000	Staff Conferences & Seminars	¹ -	12,628	15,000	11,402	8,167	4,713
1-09-4120-100	Cogsdale Reimplementation and Templates	-	-	-	-	21,236	19,903
1-09-4155-300	Contracted Services - Computer Vendors	-	-	-	56,850	119,450	22,344
1-09-4155-905	Contracted Services - Offsite Services	5,000	5,000	2,000	-	-	-
1-09-4155-910	Contracted Services - Printer Services	1,500	2,000	1,500	-	-	-
1-09-4155-915	Contracted Services - Website Design Services	45,000	39,250	45,000	-	-	-
1-09-4155-920	Contracted Services - Telephony Services	3,500	-	10,500	-	-	-
1-09-4155-925	Contracted Services - Cloud Services	25,000	24,500	25,000	-	-	-
1-09-4155-930	Contracted Services - Network Services	45,000	43,500	45,000	-	-	-
1-09-4165-000	Memberships/Subscriptions	1,000	2,000	500	-	240	340
1-09-4270-100	Telecommunication - Office Phone	16,500	16,500	16,500	16,235	-	-
1-09-4270-125	Telecommunication - Office Backbone	18,750	13,200	13,500	13,188	-	-
1-09-4270-150	Telecommunication - WTP Backbone	13,500	13,200	13,500	13,188	-	-
1-09-4270-300	Telecommunication - Cellular (Data & On-Call)	29,000	22,200	12,000	12,199	-	-
1-09-8000-100	Computer Equipment - Computers	20,000	25,000	25,000	18,251	53,420	44,300
1-09-8000-200	Computer Equipment - Mobility	5,000	10,000	5,000	-	87	6,681
1-09-8000-300	Computer Equipment - Monitors	2,000	3,250	2,000	493	1,918	639
1-09-8000-400	Computer Equipment - Printers	-	-	15,000	12	1,905	1,911
1-09-8000-500	Computer Equipment - Printer Supplies	3,000	2,000	3,000	1,324	5,503	13,330
1-09-8000-550	Computer Equipment - Telephony	2,500	-	2,500	-	-	-
1-09-8000-600	Computer Equipment - Other	20,000	37,000	35,000	8,684	35,723	9,267
1-09-8100-000	Computer Software	-	-	-	-	-	-
1-09-8100-100	Computer Software - Maint. and Support	44,000	32,000	70,000	37,321	49,534	34,026
1-09-8100-140	Computer Software - Starnik Maint. & Support	110,000	98,500	95,000	94,800	39,500	-
1-09-8100-150	Computer Software - Dynamics GP Maint. & Support	36,000	30,000	30,000	27,795	43,124	109,439
1-09-8100-200	Computer Software - Software and Upgrades	14,000	13,500	15,000	6,441	25,339	9,486
	Total Operating Expense	460,250	445,728	500,500	319,178	405,648	277,702
	Total Departmental Expenses	786,250	771,728	828,600	638,953	721,173	562,174

¹ Moved employee expenses over to HR Department. This is being done to consolidate all employee related secondary expenses under one department for better reporting.

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PALMDALE WATER DISTRICT 2015 BUDGET

PROJECT EXPENDITURE SUMMARY			
BUDGETING YEAR AMOUNT			
	2015	2016	2017
Studies and Planning Documents	292,000	40,000	-
Safety & Regulatory Requirements	135,000	85,000	10,000
New Equipment	394,000	-	-
Replacement Equipment	163,000	5,000	-
General Projects	857,000	250,000	250,000
Replacement Capital Projects	3,195,000	2,055,000	1,905,000
New Capital Projects	-	-	-
New Capital Projects (CIF)	50,000	1,500,000	-
GAC Media Replacement	1,146,500	1,200,000	1,200,000
Annual Project Expenditures: ¹	6,232,500	5,135,000	3,365,000
3-Yr Total:	14,732,500		

¹ The 2015 total amount includes items classified under capital expense. This amount is removed for the fund analysis calculation due to the amount of \$x,xxx,xxx being factored into the net operating income already.

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PALMDALE WATER DISTRICT 2015 BUDGET

	2015 FUND BREAKDOWN					
	O&M	CF	WS	AR	CON	WQ
Studies and Planning Documents	107,000	185,000	-	-	-	-
Safety & Regulatory Requirements	100,000	-	-	35,000	-	-
New Equipment	74,000	-	-	320,000	-	-
Replacement Equipment	8,000	-	-	155,000	-	-
General Projects	30,000	-	-	666,000	182,000	-
Replacement Capital Projects	1,655,000	-	150,000	1,390,000	-	-
New Capital Projects	-	-	-	-	-	-
New Capital Projects (CIF)	-	50,000	-	-	-	-
Series 2013A Water Revenue Bond Fund	-	-	-	-	-	-
GAC Media Replacement (4 Contactors)	-	-	-	-	-	1,146,500
	1,974,000	235,000	150,000	2,566,000	182,000	1,146,500
2015 Total Tie-out:	6,253,500					

Equipment	557,000
Capital Projects - General Fund	4,315,000
Capital Projects - CIF	235,000
Plant Expenditures	(1,974,000)
	3,133,000

Abbreviation Explanation	
O&M	= Plant Expensed
CF	= Water System Connection Fund
WS	= Source Water Supply
AR	= Asset Replacement
CON	= Conservation Program
WQ	= Water Quality Fund
WRB	= 2013A Water Revenue Bond Fund

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #	DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
			O&M	CF	2015	2016	2017
Studies and Planning Documents							
PL01	2015 Urban Water Management Plan Update - Due June, 2016	ENG	40,000	-	40,000	40,000	-
PL02	2014 Water System Master Plan Update - CO	ENG	-	45,000	45,000	-	-
PL03	2014 Water System Master Plan Update - EIR	ENG	-	140,000	140,000	-	-
PL04	Hydrologic and Energy Database	ENG	67,000	-	67,000	-	-
			107,000	185,000	292,000	40,000	-
Total Fund Source:			292,000				

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #		DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
				O&M	AR	2015	2016	2017
Safety and Regulatory Compliance								
SF01	ARC Flash Hazard Analysis - Wells, Boosters, and WTP		FAC	62,000	-	62,000	-	-
SF02	Fire Doors and Fire Alarm Replacement - Administartion Building		FAC	-	15,000	15,000	-	-
SF03	Fleet Lighting Improvements - Phase 1 of 3		FAC	10,000	-	10,000	10,000	10,000
SF04	AC Pipe Waste Disposal - JPIA Recommendation		FAC	28,000	-	28,000	-	-
SF05	Generator/Engine Emissions - Well No. 2A and 3A		FAC	-	20,000	20,000	-	-
SF06	Generator/Engine Emissions - 25th St & 45th St Booster Stations		FAC	-	-	-	20,000	-
SF07	Generator/Engine Emissions - WTP 250 kW		FAC	-	-	-	50,000	-
SF08	Crane Rigging		FAC	-	-	-	5,000	-
				100,000	35,000	135,000	85,000	10,000
Total Fund Source:				135,000				

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #		DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
				O&M	AR	2015	2016	2017
New Equipment								
NE01	Handheld GPS Data Collection Equipment		ENG	14,000	-	14,000	-	-
NE02	Shop Hand Tools and Service Truck Tools		FAC	25,000	-	25,000	-	-
NE03	3-inch Air Diaphragm Pump		FAC	5,000	-	5,000	-	-
NE04	Key Control System		FAC	15,000	-	15,000	-	-
NE05	Shop/Mechanic Truck w/ Crane and Compressor		FAC	-	100,000	100,000	-	-
NE06	Bucket Truck		FAC	-	75,000	75,000	-	-
NE07	Power Broom		FAC	-	35,000	35,000	-	-
NE08	Valve Exercising Truck		FAC	-	100,000	100,000	-	-
NE09	Submersible Mixer - Spare Solarbee Unit		FAC	-	10,000	10,000	-	-
NE10	Natural Gas Engine Emissions Analyzer		FAC	15,000	-	15,000	-	-
				74,000	320,000	394,000	-	-
Total Fund Source:				394,000				

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #		DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
				O&M	AR	WQ	2015	2016	2017
Replacement Equipment									
RE01	Replacement Rock Drill, Pavement Breaker & Clay Spade	FAC		8,000	-	-	8,000	-	-
RE02	Replacement Vehicles/Fleet	FAC		-	150,000	-	150,000	-	-
RE03	Diesel Powered Tamper (Qty. 1)	FAC		-	5,000	-	5,000	5,000	-
				8,000	155,000	-	163,000	5,000	-
Total Fund Source:				163,000					

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #	DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	AR	CON	2015	2016	2017
General Projects								
PRO01	Entry Way Buildings - GAC & Filter Galleries (Safety Issue)	OPS	-	21,000	-	21,000	-	-
PRO02	Additional Brine Tank - WTP	OPS	-	65,000	-	65,000	-	-
PRO03	GAC Staging Area (2000 Sq. Ft.)	OPS	-	35,000	-	35,000	-	-
PRO04	WTP Security System Upgrade	OPS	5,000	-	-	5,000	-	-
PRO05	Security System Upgrades - Admin and Facilities	FAC	-	250,000	-	250,000	-	-
PRO06	Sludge Pump Station Flow Meter	OPS	4,000	-	-	4,000	-	-
PRO07	Sed Basin Loading Docks/Access Improvements	OPS	-	10,000	-	10,000	-	-
PRO08	Customer Lobby Improvements/Remodel	ENG	-	200,000	-	200,000	-	-
PRO09	Office/Work Space Improvements for Electronic Techs.	OPS	-	75,000	-	75,000	-	-
PRO10	HVAC Unit at WTP	FAC	-	10,000	-	10,000	-	-
PRO11	Mass Notification / CSR Texting System	IT	21,000	-	-	-	-	-
PRO12	2015 Water Rebate Program - Controllers, Turf Replacement, etc.	WC	-	-	182,000	182,000	250,000	250,000
			30,000	666,000	182,000	857,000	250,000	250,000
		Total Fund Source:	878,000					

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #	DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	WS	AR	2015	2016	2017
Replacement Capital Projects								
RCP01	Meter Replacement Program - Purchase (Quantity = 4,732)	FIN	900,000	-	-	900,000	1,100,000	1,100,000
RCP02	Meter Replacement Program - Installation (Quantity = 8,652)	FIN	325,000	-	-	325,000	175,000	175,000
RCP03	Storage Tank Re-Coatings - Annual Maint. Contract (Year 2 of 6)	ENG	330,000	-	-	330,000	330,000	330,000
RCP04	Parking Lot Re-Surfacing - Administration and N.O.B.	FAC	100,000	-	-	100,000	-	-
RCP05	Palmdale Ditch Improvements	ENG	-	150,000	-	150,000	-	-
RCP06	WTP SCADA Radio Replacement	FAC	-	-	40,000	40,000	-	-
RCP07	Brine Storage Tanks - (6) Well Sites	FAC	-	-	250,000	250,000	150,000	-
RCP08	NaOCL Generator Replacement - (3) Well Sites and 45th Street Booster Station	FAC	-	-	300,000	300,000	300,000	300,000
RCP09	Production Flow Meter Replacements - All Well Sites	FAC	-	-	65,000	65,000	-	-
RCP10	Well 7A - Electrical Transformer	FAC	-	-	35,000	35,000	-	-
RCP11	Well 25 Rehabilitation	FAC	-	-	50,000	50,000	-	-
RCP12	Well 30 Rehabilitation	FAC	-	-	50,000	50,000	-	-
RCP13	Well 15 Rehabilitation	FAC	-	-	300,000	300,000	-	-
RCP14	Well 26 Rehabilitation	FAC	-	-	150,000	150,000	-	-
RCP15	Well 29 Rehabilitation	FAC	-	-	150,000	150,000	-	-
			1,655,000	150,000	1,390,000	3,195,000	2,055,000	1,905,000
Total Fund Source:			3,195,000					

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #	DESCRIPTION	Dept.	2014 FUND SOURCE BREAKDOWN			BUDGETING YEAR AMOUNT		
			O&M	WS	AR	2015	2016	2017
New Capital Projects								
No New Capital Project items have been submitted for 2015								
			-	-	-	-	-	-
			-					
		Total Fund Source:	-					

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #		DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN		BUDGETING YEAR AMOUNT		
				OM	CF	2015	2016	2017
New Capital Projects (CIF)								
NCC01	Well No. 34A - Design & Construction (Lanc. Subbasin)		ENG	-	-	-	1,500,000	-
NCC02	Acquisition of Tax Defaulted Properties		ENG	-	50,000	50,000	-	-
				-	50,000	50,000	1,500,000	-
Total Fund Source:				50,000				

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PALMDALE WATER DISTRICT 2015 BUDGET

REQ. #	DESCRIPTION	Dept.	2015 FUND SOURCE BREAKDOWN	BUDGETING YEAR AMOUNT			
			WRB	2015	2016	Uncommitted	
Series 2013A Water Revenue Bond Fund							
WB01	Spec 1205 - Ave Q, 31st ST, & 32nd ST Vicinity Waterline Repl.		1,200,000	1,200,000	-	-	
WB02	Spec 1207 - 10th ST, Ave P5, & Ave P4 Vicinity Mainline Repl.		1,236,382	1,236,382	-	-	
WB03	Littlerock Dam Sediment Removal - EIR/EIS/Permits		288,771	288,771	-	209,075	
WB04	Littlerock Creek Groundwater Rechrq & Recvry - Feasibility Study		341,083	341,083	200,000	600,507	
WB05	Upper Amargosa Recharge (Project Capacity)		250,000	250,000	961,598	-	
WB06	Various Water Main Replacements		500,000	500,000	-	-	
			3,816,236	3,816,236	1,161,598	809,582	
Total Fund Source:			3,816,236				