



# QUARTZ HILL WATER DISTRICT

5034 W Avenue L • Quartz Hill, CA 93536  
661-943-3170 • www.qhwd.org

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## **AGENDA**

### **BOARD OF DIRECTORS *REGULAR MEETING***

**December 20, 2018 7:00p.m.**

5034 W Avenue L  
Quartz Hill, CA 93536

#### **ITEM 1 ROLL CALL**

#### **ITEM 2 PLEDGE OF ALLEGIANCE**

#### **ITEM 3 ADOPTION OF AGENDA**

Members of the public shall have an opportunity to comment on each agenda item as the Board, prior to action being taken, is considering it.

#### **ITEM 4 PUBLIC COMMENT**

At this time, members of the public shall have an opportunity to comment on any matter within the jurisdiction of the District, which is not on the agenda. (Guidelines available at meeting.)

#### **ITEM 5 DISCUSSION ITEMS**

None

#### **ITEM 6 ACTION ITEMS**

All matters listed under the Consent Calendar are considered to be routine and non-controversial. The Board will act upon them by one motion in the order listed below. There will be no separate discussion on these items prior to the President of the Board reading the Action Item unless a Board member, staff, or member of the public, requests specific items be discussed and/or removed from the Consent Calendar for separate action.

##### **A. CONSENT CALENDAR**

1. Consideration and possible approval of the November 15, 2018 minutes of the Board Meeting.

and

2. Consideration and possible approval of check register.

##### **B. AUTHORIZATION FOR STAFF TO ATTEND CONFERENCES, MEETINGS, SEMINARS AND TRAINING SESSIONS AS FOLLOWS:**

and

**C. AUTHORIZATION FOR MEMBERS OF THE BOARD TO ATTEND CONFERENCES, MEETINGS, SEMINARS AND TRAINING SESSIONS AS FOLLOWS:**

None requested.

**D. ACTION CALENDAR**

1. Consideration and possible action to adopt Board Meeting Principles.
  
2. Consideration and possible action to approve the Proposal for 2019 Administrative Services of the Antelope Valley Watermaster Board.

**ITEM 7 INFORMATION ITEMS (Written reports included)**

**A. Staff Reports**

- i. Assistant General Manger  
Brent Byrne
- ii. Report by General Manager  
Chad Reed

**B. Reports by Directors**

None

**C. Reports by Attorney**

Closed Session

**ITEM 8 DIRECTOR REQUESTS FOR FUTURE AGENDA ITEMS**

**ITEM 9 CLOSED SESSION**

**A. Conference with Legal Counsel**

1. EXISTING LITIGATION: (Paragraph (1) of subdivision (d) of Section 54956.9)
  - i. Diamond Farming/Bolthouse Farms Case/LA County
  - ii. Quartz Hill Water District v. The Tech Info Group, LLC, et. al., Case Number MC027801
2. Anticipated Litigation:
  - i. QHWD v Master Meter  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9
  - ii. Agreement KWHW:JHH.mh 12-10-59-6 of February 4, 1959.

**B. Public Employee Performance/Discipline/Dismissal/Release.**

**C. Potential Well Sites 18 and 19.**

**ITEM 10 PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION**

**ITEM 11 ADJOURNMENT**

**QUARTZ HILL WATER DISTRICT  
MINUTES OF THE BOARD OF DIRECTORS OF REGULAR MEETING**

A meeting of the Board of the Directors was held at 7:02p.m., on November 15, 2018, at 5034 West Avenue L, Quartz Hill, California pursuant to notice duly given.

**ITEM 1 ROLL CALL**

President Allen G. Flick, Sr., Vice President James Powell, D.D.S, Director K. Michael Scott, Director Peggy Powell, Director Sheldon Carter, Board Secretary Debi Pizzo, Assistant General Manager Brent Byrne, and General Manager Chad Reed.

Absent: None

Employees: None

Public in Attendance: Jim Krieger

**ITEM 2 PLEDGE OF ALLEGIANCE**

Pledge of Allegiance led by Director P Powell

**ITEM 3 ADOPTION OF AGENDA**

On motion by Vice President Powell, and Director P. Powell, agenda unanimously approved.

**ITEM 4 PUBLIC COMMENT**

None

**ITEM 5 DISCUSSION ITEM**

None

**ITEM 6 ACTION ITEMS**

**A. CONSENT CALENDAR**

1. Consideration and possible approval of the October 18, 2018 minutes of the Board of Directors Regular Meeting.

and

2. Consideration and possible approval of check register.

With no request for amendment, the Consent Calendar is adopted by assent.

**B. AUTHORIZATION FOR STAFF TO ATTEND CONFERENCES, MEETINGS, SEMINARS AND TRAINING SESSIONS AS FOLLOWS:**

and

**C. AUTHORIZATION FOR MEMBERS OF THE BOARD TO ATTEND CONFERENCES, MEETINGS, SEMINARS AND TRAINING SESSIONS AS FOLLOWS:**

None requested.

**D. ACTION CALENDAR**

1. Consideration and possible action to approve the proposed Master Meter Agreement and AMI Swap.

On motion by Vice President Powell, and second by Director Carter, proposed agreement and swap, was approved unanimously.

**ITEM 7 INFORMATION ITEMS (Written reports included)**

**A.**

**i. Report by Board Secretary**

Debi Pizzo

**ii. Report by Assistant General Manager**

Brent Byrne

**iii. Report by General Manager**

Chad Reed

**B. Reports by Directors**

Former President Olan Flick has passed away at 98 years old.

**C. Reports by Attorney**

Closed Session

**ITEM 8 DIRECTOR REQUESTS FOR FUTURE AGENDA ITEMS**

Board Meeting Principles

**ITEM 9 CLOSED SESSION**

**A. Conference with Legal Counsel**

**1. EXISTING LITIGATION: (Paragraph (1) of subdivision (d) of Section 54956.9)**

i. Diamond Farming/Bolthouse Farms Case/LA County

ii. Quartz Hill Water District v. The Tech Info Group, LLC, et. al., Case Number MC027801

**2. Anticipated Litigation:**

i. QHWD v Master Meter

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9

i..Agreement KWHW:JHH.mh 12-10-59-6 of February 4, 1959.

**ITEM 10 PUBLIC REPORT ON ACTION TAKEN IN CLOSED SESSION**

No reportable action was taken.

**ITEM 11 ADJOURNMENT**

President Flick called for any other business. When none was presented, meeting was adjourned at 9:12 pm.

\_\_\_\_\_  
Allen Flick, President

Attested: \_\_\_\_\_  
Debi Pizzo, Board Secretary

**Quartz Hill Water District**  
Check/Voucher Register  
From 11/1/2018 Through 11/30/2018

<u>Document Date</u>	<u>Document Number</u>	<u>Payee</u>	<u>Document Amount</u>
11/5/2018	2426	SAUL CARDENAS	2.39
11/5/2018	2427	JOYCE ESSEX HARVEY	30.05
11/5/2018	2428	SHERI HIEBERT	35.57
11/5/2018	2429	THOMAS NOVAK	24.35
11/5/2018	2430	THOMAS NOVAK	37.74
11/5/2018	2431	KARLA RAY	110.42
11/15/2018	2432	LEEWENLYN T HASKINS	53.90
11/15/2018	2433	CARLOS AGUINAGA	4.37
11/15/2018	2434	ROBERT ORR	53.54
Report Total			352.33

**Quartz Hill Water District**  
Check/Voucher Register - CHECK REGISTER  
From 11/1/2018 Through 11/30/2018

<u>Document Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Spoiled</u>
11/5/2018	12695		0.00	Yes
11/5/2018	12696		0.00	Yes
11/5/2018	12697		0.00	Yes
11/5/2018	12698		0.00	Yes
11/5/2018	12699		0.00	Yes
11/5/2018	12700		0.00	Yes
11/5/2018	12701		0.00	Yes
11/5/2018	12702		0.00	Yes
11/5/2018	12703		0.00	Yes
11/5/2018	12704		0.00	Yes
11/5/2018	12705		0.00	Yes
11/5/2018	12706		0.00	Yes
11/5/2018	12707		0.00	Yes
11/5/2018	12708		0.00	Yes
11/5/2018	12709		0.00	Yes
11/5/2018	12710		0.00	Yes
11/5/2018	12711		0.00	Yes
11/5/2018	12712		0.00	Yes
11/5/2018	12713		0.00	Yes
11/5/2018	12714		0.00	Yes
11/5/2018	12715		0.00	Yes
11/5/2018	12716	Antelope Valley Window Cleaning	30.00	No
11/5/2018	12717	Antelope Valley Mosquito & Vector Control District	143.49	No
11/5/2018	12718	Artic Air & Refrigeration	215.00	No
11/5/2018	12719	Antelope Valley East Kern Water Agency	127,590.40	No
11/5/2018	12720	California Public Employees Retirement System	131.51	No
11/5/2018	12721	California Public Employees Retirement System	823.25	No
11/5/2018	12722	Sheldon Carter	100.00	No
11/5/2018	12723	Charlton Weeks Attorneys at Law	2,238.00	No
11/5/2018	12724	DataProse, Inc.	3,587.55	No
11/5/2018	12725	Allen Flick	100.00	No
11/5/2018	12726	Lagerlof, Senecal, Gosney & Kruse, LLP	48.60	No
11/5/2018	12727	Lagerlof, Senecal, Gosney & Kruse, LLP	28.10	No
11/5/2018	12728	Lagerlof, Senecal, Gosney & Kruse, LLP	988.37	No
11/5/2018	12729	Matt Manning	27.15	No
11/5/2018	12730	Matt Manning	57.57	No
11/5/2018	12731	Peggy Powell	100.00	No
11/5/2018	12732	RBC Incorporated	3,025.00	No
11/5/2018	12733	Chad Reed	70.40	No
11/5/2018	12734	K. Michael Scott	100.00	No
11/5/2018	12735	Underground Service Alert/SC	84.25	No
11/5/2018	12736	Western Electrical Contracting	2,080.00	No
11/6/2018	12737	Coverall North America, Inc.	693.00	No
11/6/2018	12738	E H WACHS	34,492.50	No
11/6/2018	12739	Los Angeles County Department of Public Works	645.17	No
11/15/2018	12676	California Public Employees Retirement System	(823.25)	No
11/15/2018	12677	California Public Employees Retirement System	(131.51)	No
11/15/2018	12720	California Public Employees Retirement System	(131.51)	No
11/15/2018	12721	California Public Employees Retirement System	(823.25)	No
11/15/2018	12740	ACWA JOINT POWERS INSURANCE AUTHORITY	25,363.75	No
11/15/2018	12741	ADEGE WATER TECHNOLOGIES, LLC	26,500.00	No
11/15/2018	12742	ARCPOINT	55.00	No
11/15/2018	12743	California Rural Water Association	1,302.00	No
11/15/2018	12744	Horizon Carpet Care	495.00	No
11/15/2018	12745	Olivarez Madruga Lemieux O'neil	2,522.00	No
11/15/2018	12746	RBC Incorporated	4,136.00	No

**Quartz Hill Water District**  
 Check/Voucher Register - CHECK REGISTER  
 From 11/1/2018 Through 11/30/2018

<u>Document Date</u>	<u>Check Number</u>	<u>Payee</u>	<u>Check Amount</u>	<u>Spoiled</u>
11/15/2018	12747	Chad Reed	69.00	No
11/15/2018	12748	SHARP ELECTRONICS CORPORATION	1,552.00	No
11/15/2018	12749	Vavrinek, Trine, Day & CO	<u>3,870.00</u>	No
Report Total			<u><u>241,354.54</u></u>	

Quartz Hill Water District  
Cash Journal - Check Register  
From 10/1/2018 Through 10/31/2018

1030 - Cash In  
Bank (California  
Bank & Trust)

Document Number	Effective Date	Transaction Description	Journal Vouchers	Type
01	10/2/2018	AUTHORIZE.NET (OCT 2018)	298.60	JV
02	10/2/2018	BLUEFIN 09.01. TO 09.30.18	3,340.15	JV
03	10/9/2018	SCE Power Well 16 PREP 09.28.18	583.21	JV
04	10/9/2018	SCE Power Well 9 PREP 09.29.18	1,773.20	JV
05	10/11/2018	LINCOLN PAYROLL 10.11.18	1,645.00	JV
06	10/11/2018	IRS 10.11.18 SOCIAL SECURITY-TAXES PA)	3,536.88	JV
06	10/11/2018	IRS 10.11.18 FIT PAYABLE-TAXES PAYROLL	3,372.93	JV
06	10/11/2018	EDD 10.11.18 SIT PAYROLL TAXES	1,123.92	JV
06	10/11/2018	IRS 10.11.18 MEDICARE-TAXES PAYROLL	1,032.72	JV
06	10/11/2018	EDD 10.11.18 SDI PAYROLL TAXES	285.24	JV
07	10/12/2018	CALPERS-PEPRA PAYROLL 10.11.18	586.20	JV
08	10/12/2018	SCE Power Well 7	1,605.86	JV
09	10/12/2018	CALPERS-CLASSIC payroll 10.11.18	5,127.85	JV
10	10/16/2018	SCE Power Multi Locations (well 5A) PREP 1	4,892.11	JV
10	10/16/2018	SCE Power Multi Locations (Well 12) PREP 1	2,247.11	JV
10	10/16/2018	SCE Power Multi Locations (Well 08) 08.28	1,963.64	JV
10	10/16/2018	SCE Power Multi Locations (Well 17) PREP 1	1,374.47	JV
10	10/16/2018	SCE Power Multi Locations (Well 06) PREP 1	1,216.96	JV
10	10/16/2018	SCE Power Multi Locations (Well 15) PREP 1	756.30	JV
10	10/16/2018	SCE Power Multi Locations (Well 08) 08.28	648.26	JV
10	10/16/2018	SCE Multi Locations (FORECAST PUMP)8.28	508.85	JV
10	10/16/2018	SCE Power Multi Locations (Cal Prop) PREP	478.71	JV
10	10/16/2018	SCE Power Multi Locations (Forecast) PREP	155.05	JV
10	10/16/2018	SCE Multi Locations (M Pump) 8.01 TO 8.30	118.06	JV
10	10/16/2018	SCE Multi Locations (M Pump) 8.30 TO 10.0	80.92	JV
10	10/16/2018	SCE Multi Locations (M Pump) 8.01 TO 8.30	58.70	JV
10	10/16/2018	SCE Power Multi Locations (turn out 70th) F	38.23	JV
10	10/16/2018	SCE Power Multi Locations (turn out 50th) F	37.54	JV
10	10/16/2018	SCE Multi Locations (M4-50th) 8.31 TO 10.0	28.07	JV
10	10/16/2018	SCE Power Multi Locations (M4 and 50th) 08	2.16	JV
11	10/17/2018	AFLAC (Inv 464384)	109.80	JV
12	10/18/2018	SO CAL GAS (OPERATIONS CENTER)	15.99	JV
13	10/22/2018	Cal Bank and Trust Analysis (Bank Fees)	2,099.57	JV
14	10/25/2018	LINCOLN payroll 10.25.18	1,645.00	JV
15	10/25/2018	IRS 10.25.18 SOCIAL SECURITY-TAXES PA)	3,581.60	JV
15	10/25/2018	IRS 10.25.18 FIT PAYABLE-TAXES PAYROLL	3,326.10	JV
15	10/25/2018	EDD 10.25.18 SIT PAYROLL TAXES	1,094.42	JV
15	10/25/2018	IRS 10.25.18 MEDICARE-TAXES PAYROLL	1,043.18	JV
15	10/25/2018	EDD 10.25.18 SDI PAYROLL TAXES	288.85	JV
16	10/26/2018	SCE Power Well 14 (PREP 10.16.18)	524.37	JV
17	10/26/2018	CALPERS-PEPRA PAYROLL 10.25.18	711.99	JV
18	10/26/2018	SCE Power (Opp Center)PREP 10.16.18	1,188.94	JV
19	10/26/2018	CALPERS-CLASSIC payroll 10.25.18	5,160.34	JV
Report Total			<u>59,707.05</u>	



## **Board Meeting Principles**

- 1) Focus on what is best for the District and its mission.
- 2) Allow the President to conduct an orderly meeting.
- 3) At all times, be respectful of fellow Board members and the public.
- 4) Be professional and courteous in allowing others to complete their thoughts and sentences.
- 5) Put aside all distractions to focus on conducting the customer's business in a courteous manner.
- 6) Be aware that behavior during the Board Meeting affects the perception and respect for the District and its customers.
- 7) Each Director is individually responsible and accountable for his/her conduct and representation of the customers.
- 8) Refrain from interpreting other's thinking and spoken thoughts.
- 9) Stick to the topics on the agenda and do not insert unrelated topics, thoughts or accusations.



## STAFF REPORT

December 13, 2018

To: President Flick and Board of Directors

From: Chad J. Reed

Subject: AV Water Master Staff Proposal

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### Recommendation:

QHWD Board of Directors to direct Staff to work with AVEK and PWD in assisting and helping the AV Watermaster Engineer to achieve and further implement the AV Adjudicated Physical Stipulation, to facilitate this AV Watermaster Staff has approached QHWD staff (Chad Reed/ Brent Byrne) and asked us to work 120 hours each annually with the existing AV Watermaster staff in the capacity of reviewing and supporting the meter installation and calibration program.

### Items to be considered:

AVEK and PWD have been helping staff the AV Watermaster for several years now and it would be a good show of unity for QHWD to assist in a similar fashion. QHWD staff has established good working relationships in the Valley on both side of the proverbial isle and would be able to work with both the overlying land owners and public water suppliers. QHWD staff is local, whereas Todd Groundwater staff is not thus enabling quicker response times and making local site visits an option. AV Watermaster staff and QHWD staff would need to work with the 50-60 remaining parties to complete the approval of meter installation and/or meter calibrations to complete the known parties meter requirements.

### Fiscal Impact:

QHWD staff would be reimbursed for time spent performing Watermaster duties, however QHWD would be reimbursed for our hourly rate only, no fringe benefits cost would be included.

### Attachment:

Staffing Agreement presented to the AV Watermaster Board



**PALMDALE WATER DISTRICT**  
A CENTURY OF SERVICE



November 29, 2018

Board of Directors  
Antelope Valley Watermaster  
P.O. BOX 3025,  
Quartz Hill, CA 93586

Dear Board of Directors:

Thank you for providing Antelope Valley-East Kern Water Agency (AVEK), Palmdale Water District (PWD), and Quartz Hill Water District (QHWD) the opportunity to serve as the Administrative team for Antelope Valley Watermaster (AVWM). As local public water suppliers and purveyors, with a long-standing history of serving the Antelope Valley and surrounding High Desert Communities, we have adequate resources available to ensure long-term, successful implementation of the Antelope Valley Adjudication Judgment.

AVEK and PWD serving as interim administrator, have played a significant role in laying the foundation for AVWM to administer guidelines, rules, regulations and procedures for implementation of the Judgment. As established and trusted partners, AVEK, PWD, and QHWD can provide the AVWM a turn-key solution, positioned with the knowledge, expertise and human capital needed to maintain a continuum of efficient, high-quality administrative support.

Our concerted effort to adhere to the Judgment in a cooperative, transparent manner lends credibility to support our shared goal of groundwater sustainability. Additionally, we will be adding QHWD to our team to ensure we have the capability to expand our services and to accommodate changing needs.

We look forward to continuing to build collaboration and strengthening relationships with the various groundwater producers, stakeholders and the public.

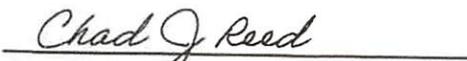
Sincerely,



Dwayne Chisam, General Manager  
Antelope Valley-East Kern Water Agency



Dennis LaMoreaux, General Manager  
Palmdale Water District



Chad Reed, General Manager  
Quartz Hill Water District

## **Background**

The Antelope Valley Groundwater Basin covers 1580 square miles, with boundaries defined by the Department of Water Resources. In December 2015, the Antelope Valley Groundwater Adjudication was finalized, subjecting 1,390 square miles of the Basin to a Physical Solution, which includes a reduction in groundwater use. Under the Judgment, parties are separated into various classes from which production rights and allocations have been assigned. The classes include landowners, non-pumping property owners, small pumpers, public water suppliers and the Federal Government.

The Antelope Valley Watermaster (AVWM) was formed to administer adjudicated water rights and the Judgment. Since its inception, AVWM has achieved key milestones in supporting the long-term implementation of the Judgment including the formation of a Board of Directors and Advisory Committee, retention of a Watermaster Engineer and Legal Counsel, approval of budgets and procedures for Administrative Assessments, approving two annual reports, and developing various technical rules and regulations.

Since 2016, staff members from Antelope Valley-East Kern Water Agency (AVEK) and Palmdale Water district (PWD), have provided the administrative services necessary for AVWM to support various water management strategies set forth in the Judgment. As the breadth of administrative activities has expanded and will continue to develop, it is imperative that the AVWM secure an Administrator with a framework that can sufficiently support the full implementation of the Judgment. The following approach and scope of work is being submitted on behalf of AVEK, PWD, and QHWD.

## **Technical Approach and Scope of Work**

A team of key staff members with specialized knowledge of the Antelope Valley Basin region has been assembled to impart an efficient, cost-effective, expandable administrative framework.

AVEK, PWD, and QHWD are willing and able to deploy staff and resources as necessary to ensure that all tasks, as outlined, are met to support the implementation of the Judgment.

### **Task 1 – Communication & Coordination**

Prepare and deliver official communication to the AVWM Board, Advisory Committee and the public.

#### **Subtask 1.1 - Board of Directors Meeting Preparation and Coordination**

Produce and retain all necessary documentation required for Board of Director's Meetings including:

- Prepare, distribute and post Agendas
- Maintain contact and notice database
- Prepare Bills Payable Report
- Prepare Treasure's Report
- Prepare and post Meeting Minutes
- Assist in Watermaster Landowner Board member elections

**Provide all facilities, equipment and staff needed to conduct Board meetings including:**

- Set-up
- Host attendees
- Meeting room
- Audio / visual equipment
- Preparation of media
- Video-conferences
- Teleconferences
- Telephones
- Recording equipment
- Podium
- Conference rooms
- Office supplies
- Printer and printed material
- Post meeting tear-down and clean-up

### **Subtask 1.2 - Committee Meeting Preparation and Coordination**

**Produce and retain all necessary documentation required for Advisory Committee Meetings including:**

- Prepare, distribute and post Agendas
- Maintain contact and notice database
- Prepare and post Meeting Minutes
- Post Staff Report and Committee materials

### **Facilities**

**Provide all facilities, equipment and staff needed to conduct Committee meetings including:**

- Set-up
- Host attendees
- Meeting room
- Audio / visual equipment
- Preparation of media
- Video-conferences
- Teleconferences
- Telephones
- Recording equipment
- Podium
- Conference rooms
- Office supplies
- Printer and printed materials
- Post meeting tear-down and clean-up

### **Subtask 1.3 - Website Administration**

**Coordinate content and information updates for the AVWM website including:**

- Post Meeting Notices, Agendas and Minutes
- Post Staff reports and Advisory Committee material
- Provide updates on court information

- Perform quarterly websites audits and provide to the Webmaster any recommendations for improving website form and functionality throughout the wire frame.
- Respond to inquiries and requests for information
- Address any technical issues with the Webmaster

## **Task 2 - Customer Service**

Serve as the primary point of contact for producers and the public, holding office hours Monday through Friday from 8am to 5pm. Monitor a dedicated AVWM phone line, respond to questions, and advise on all administrative processes associated with the Judgment, which are not within the responsibility of the Watermaster Engineer and/or Watermaster Attorney.

### **Subtask 2.1 - Well Applications**

Assist applicants in assembling well applications in preparation for review by the Watermaster Engineer. Collect application fees. This includes wells pertaining to:

- New production
- New points of extraction
- Replacement wells
  - Monitoring wells
- Small pump or qualifying for existing wells

### **Well Applications Communication Support**

Liaise with applicants, the Watermaster Engineer and Legal Counsel throughout the application process until Board approval is secured. Address issues related to pumps outside the Judgment.

### **Post-approval follow-up**

Provide post-approval follow up support for the following items:

- Collect and process payments
- Meter installation
- Production
- Documentation (Electronic and Paper Files)

### **Subtask 2.2 – Regulatory Compliance for Well Metering and Production Reports**

Provide oversight for metering and production activities to comply with the Judgment, including:

- Location
- Selection
- Installation
- Testing
- Calibration
- Production monitoring
- Documentation and records
- Develop and update GIS database
- Compile and maintain water accounting tables

On a quarterly basis, reconcile production reports to actual readings, identify and address discrepancies.

### **Subtask 2.3 - Transfer and Storage Agreements**

Facilitate the application process for the transfer of water rights and water storage agreements within the Judgment including:

- Collect and process payments
- Collect documentation
- Production reports
- Collect application fees
- Prepare applications for review by the Watermaster Engineer

### **Task 3 – Fiscal**

Coordinate and conduct financial transactions, maintaining appropriate ledgers and records.

- Prepare annual budget
- Reconcile budget to actual
- Produce yearly work plan
- Planning and preparation of annual audit

### **Subtask 3.1 – Billing and Payments**

Process billings and payments for all costs associated with assessments, applications and replacement water including:

- Produce invoices and monitor accounts payable
- Monitor accounts receivable
- Match payments to corresponding applications
- Batch payments for deposit
- Review and comply with billing requirement i.e., Edwards Airforce Base
- Retain billing and payment files
- Maintain accounting and billing software

### **Subtask 3.2 – Contract Administration**

Review, monitor and maintain contracts.

- Prepare and administer RFP's
  - Develop RFP package
  - Conduct Q&A
  - Create respondent database
  - Review responses and liaise through the award process
  - Provide recommendations and direction on priorities of tasks to be completed by Watermaster Engineer and Legal Counsel.

### **Subtask 3.3 – Insurance Requirements**

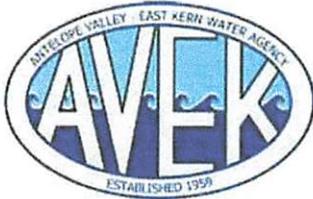
Maintain insurance, conducting regular audits to maintain appropriate coverage. Coordinate policy renewals.

### **Task 4 – Rules and Regulations**

Coordinate and assist with the development of the Rules and Regulations, including the initial draft for Advisory Committee and Board review and possible approval.

## Agency and District's Background

### Antelope Valley-East Kern Water Agency



Established in 1959, AVEK is the third largest State Water Project (SWP) Contractor in the State of California. Headquartered in Palmdale, CA, the Agency encompasses a territory of 2,300 square miles, which includes northern Los Angeles County, eastern Kern County and portions of Ventura County. The Agency oversees and administrates 144,844 AF of Table A water supply from the State Water Project for agricultural, municipal and industrial water use.

AVEK offers AVWM a highly specialized administration team with diverse backgrounds in engineering, water storage management, utilities, program management, business administration and human resource management.

### Palmdale Water District



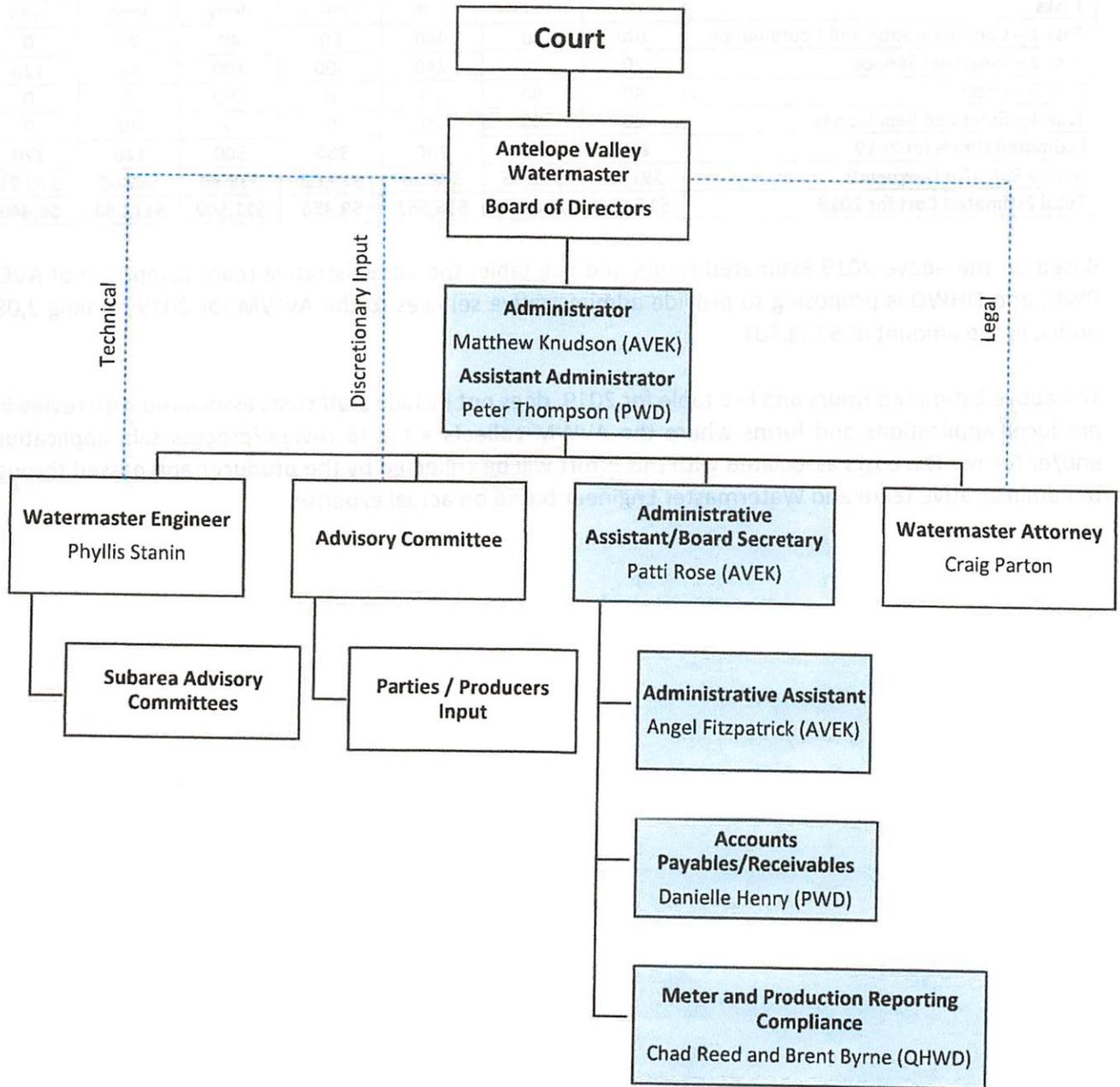
The Palmdale Irrigation District was formed to supply irrigation water to the approximately 4,500 acres of agricultural land within its boundaries. Under this Code, the District's primary functions were, and continue to be, to acquire, control, conserve, store, and distribute water for the beneficial use of inhabitants and water users within the District. In 1963 PWD became a State Water Contractor. The District's boundaries now encompass approximately 187 square miles of land in northeastern Los Angeles County, with the District's primary service area within the City of Palmdale's planning area.

### Quartz Hill Water District



The Quartz Hill Water District was formed May 20, 1954. The District is governed by a Board of Directors consisting of five members elected at large. The District provides service to residents within the district situated in and adjacent to the unincorporated area of Quartz Hill, California.

# Proposed Administrative Staff Organizational Structure



## 2019 Budget - Task Breakdown Structure and Proposed Costs

### 2019 Estimated Hours and Fee

Tasks	Knudson	Thompson	Rose	Fitzpatrick	Henry	Reed	Byrne
Task 1 – Communication and Coordination	100	60	480	80	40	20	0
Task 2 – Customer Service	20	0	240	300	100	60	120
Task 3 – Fiscal	40	80	20	0	160	0	0
Task 4 – Rules and Regulations	50	50	20	0	0	40	0
<b>Estimated Hours for 2019</b>	<b>210</b>	<b>190</b>	<b>760</b>	<b>380</b>	<b>300</b>	<b>120</b>	<b>120</b>
<i>Hourly Rate (No Overhead)</i>	<i>\$91.40</i>	<i>\$62.46</i>	<i>\$48.24</i>	<i>\$24.62</i>	<i>\$38.34</i>	<i>\$99.00</i>	<i>\$70.33</i>
<b>Total Estimated Cost for 2019</b>	<b>\$19,194</b>	<b>\$11,867</b>	<b>\$36,662</b>	<b>\$9,356</b>	<b>\$11,502</b>	<b>\$11,880</b>	<b>\$8,440</b>

Based on the above 2019 Estimated Hours and Fee table, the administrative team comprised of AVEK, PWD, and QHWD is proposing to provide administrative services to the AVWM for 2019 totaling 2,080 hours, in the amount of \$108,901.

The above Estimated Hours and Fee table for 2019, does not include staff costs associated with reviewing producer applications and forms where the AVWM collects a fee to review/process said applications and/or forms. The costs associated with this effort will be collected by the producer and passed through to administrative team and Watermaster Engineer based on actual expense.

**Assistant GM Report**  
December 20th, 2018 Board Meeting

1. Well #12 rehab is complete. We are waiting on laboratory results before pumping back into the system. Once we can pump directly into the system, we will know how effective the rehab process was...we should know by the Board meeting on 12/20/2018.
2. Cla-Valve pressure regulating maintenance is under way. Field staff is currently focusing on the pressure regulators down Ave. L. These large pressure regulators (P.R.'s) are working 24/7 the ensure proper pressure is supplied to the distribution system. The P.R.'s are sized accordingly for demand and fire protection for the area.



3. One of the Districts well sites were broken into recently, and vandals stole a solar rectifier, which has very little use due to the size and production of the unit (to big). The unit has very little recycle value as well...the site was re-secured immediately, with a police report filled. A contractor has been contacted to replace the unit later.
4. The Annual Valve Turning and Flushing program has resumed. Exercising the District's mainline valves annually prevents corrosion build up and minimizes the chance of a valve to lock up. This program also ensures that water quality standards are maintained.
5. Monthly monitoring of the District owned ground water levels continues. These levels are currently stable and on par with historical averages. Proactive ground water management is a priority of the Districts commitment to preserving long term reliable sources.
6. Online safety training provided by the Districts insurance provider at no additional cost continues to be a success amongst staff, resulting in cost savings for the District by not having to hire safety consultants.
7. Monitoring of State water supply, ground water supply, conservation cut backs, and other available water resources continue to be a priority of management.

Thank you,

*Brent Byrne*

Assistant General Manager

## **General Managers Report (12/13/2018):**

The month of November was significantly warmer when compared to historical averages. These warmer temperatures produced only slightly higher demands when compared to the previous November but did not curtail the reduction in demand from October to November as shown in the average daily demand which is down from 4.4 million gallons per day to that of 3.3 mgd which is the same as the previous year's demand.

The Department of Water Resources maintained the water supply allocation to State Water Contractors at 35%. Most of the state's major reservoirs continue to track to either above or on their historical averages. San Luis Reservoir, the largest off-stream reservoir in the United States where water is stored for the SWP and Central Valley Project (CVP), is at 63% of capacity and 101% of historical average. Shasta Lake, the CVP's largest reservoir, is at 48% of capacity. Lake Oroville is at 29% of capacity.

### **Water Master (Basin-wide Water Metering Project)**

On October 26th the Water Master staff met with me and requested the assistance of QHWD in the administering of the Water Master Task. The task specifically we would assist with is in the meter compliance and testing program. QHWD has continued to be the only public water supplier that has complied with the Water Master meter requirements at all of the District sites.

Since QHWD staff has a proven track record with the Water Master the current Water Master Staff has asked QHWD to continue working with the public water supplier's in obtaining meter certification from the Water Master. The Water Master has also asked staff to expand our role and work with more than the public water suppliers and take this assistance to all parties in the Adjudicated area and oversee the meter program for the Antelope Valley Adjudicated basin. Since we would be doing this as a directive from the Water Master staff, we would be reimbursed our hourly rate for time spent performing this task.

After our last regularly scheduled meeting staff was directed to discover the following informational items:

1. How many hours would QHWD staff be working for the Water Master? The current proposal calls for 120 hours for Brent and 120 hours annually for myself.

2. What will this work entail or what was the scope of this work for QHWD staff? After talking with Phyliss Stanin and Chad Taylor of Todd Groundwater, Brent and I would oversee the entire process from ensuring meter installation to calibration, with all steps in the middle. The recording of monthly reads would continue to be a Todd Groundwater duty.

3. Would documentation and responses come from QHWD or from the AV Watermaster staff and or Board? Matt Knudson has assured me that all correspondence and opinion will be from the Water Master Staff/Board. We will be there more to assistant and “hand-hold” applicants through the process.

This item will be included in the packet as an action item, I will provide the usual staff report with more detail to inform the BOD as to the full scope and opportunity for QHWD to help the Valley in this time of need, and join Palmdale Water District and Antelope Valley East Kern in supporting the AV Watermaster and making sure the adjudication does not fail.

## Water Supply

- R-GPCD for 2018 Nov 160.5 R-GPCD
- R-GPCD for 2017 Nov 156.6 R-GPCD
- R-GPCD for 2013 Nov 173.0 R-GPCD

Month	Monthly usage 14/15	Usage '13	R-GCPD	R-GCPD '13	% Diff
November	299.6	330.87	156.69	173.0	9%
December	253.05	204.19	128.08	103.3	-24%
January	184.92	217.01	93.60	109.8	15%
February	232.37	209.75	125.72	113.5	-11%
March	201.01	377.9	101.74	191.3	47%
April	348.51	482.39	182.27	252.3	28%
May	477.9	598.62	241.88	303.0	20%
June	556.97	785.26	291.30	410.7	29%
July	622.97	730.52	315.31	369.7	15%
August	620.75	806.49	314.19	408.2	23%
September	527.55	622.96	275.91	325.8	15%
October	415.85	465.66	210.48	235.7	11%
November	306.97	330.87	160.55	173.0	7%
Total	4748.82	5831.62	203.42	249.70	1.75

# September Statewide Residential Use

## Gallons per Capita Daily (R-GPCD)

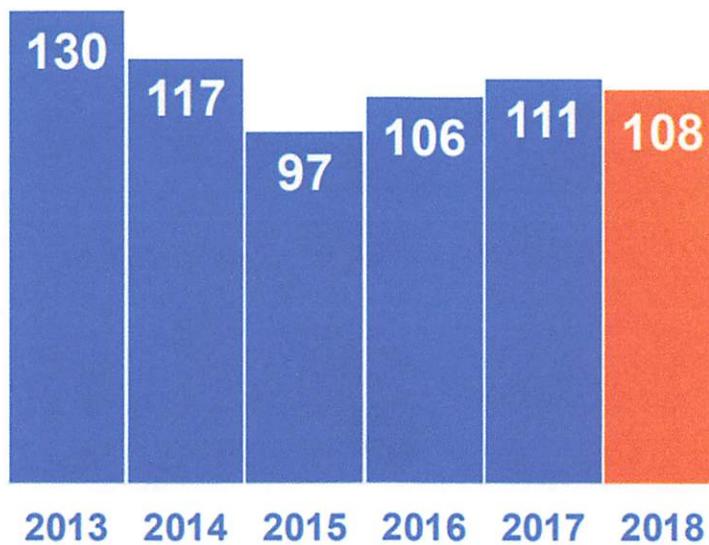
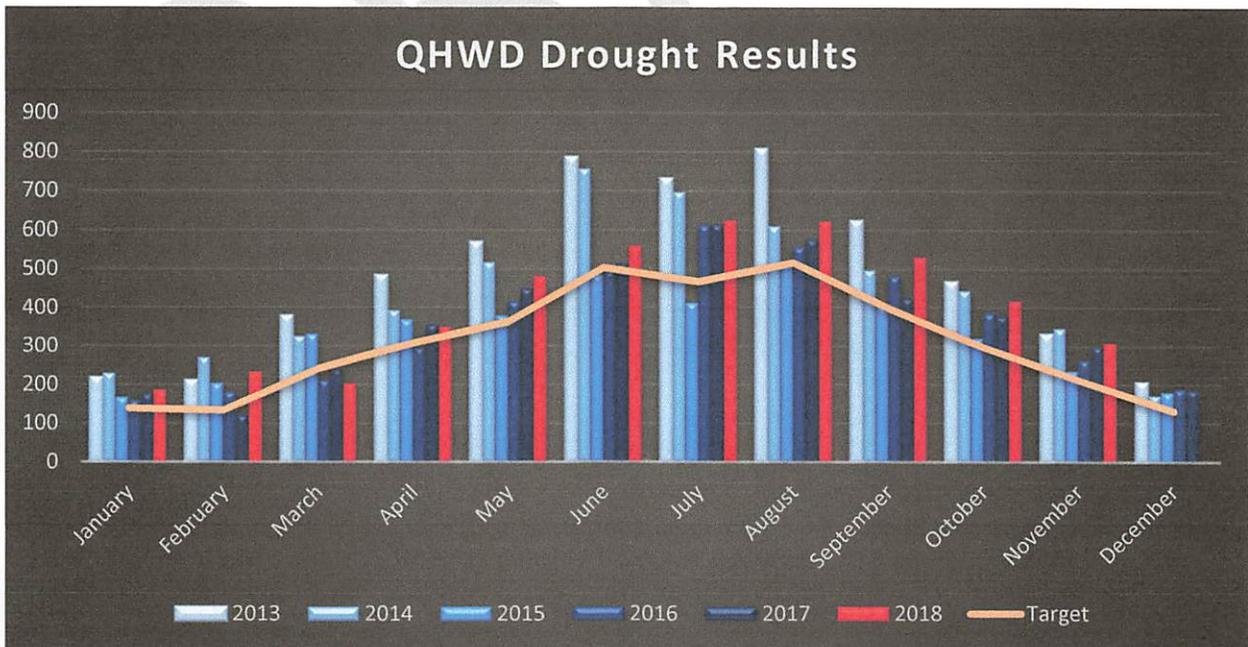
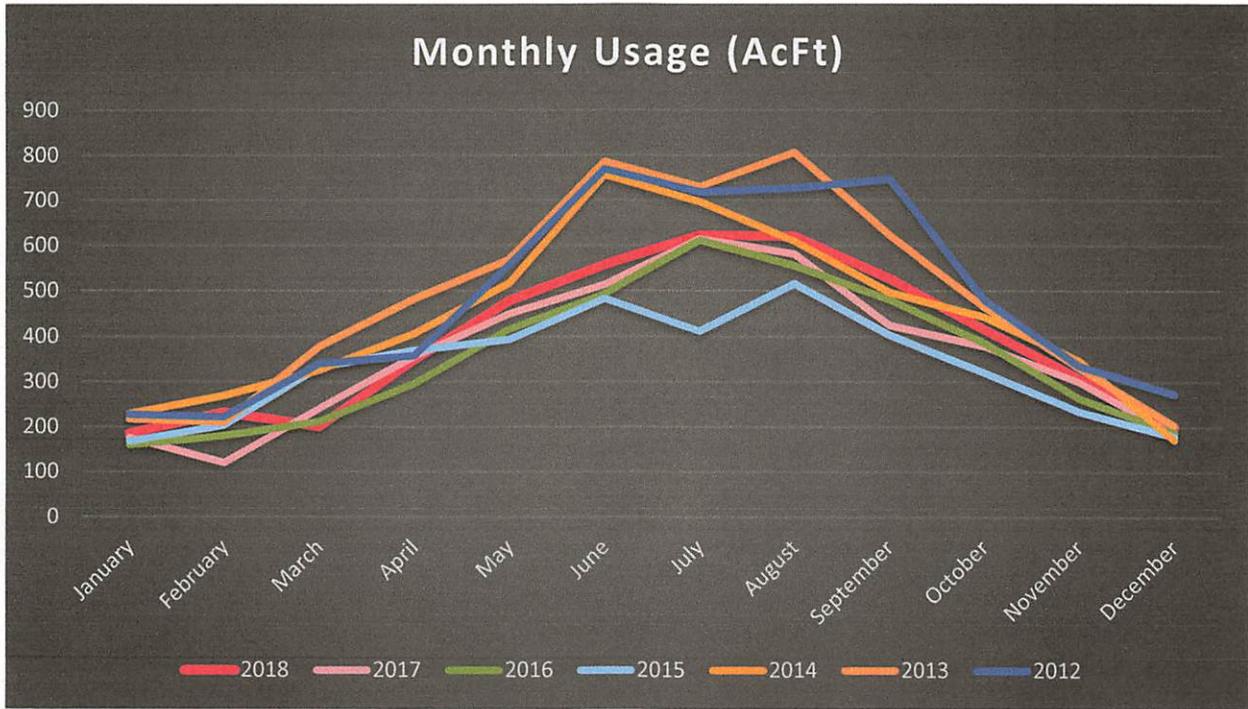


Figure 1 QHWD Consumption higher at 203.42 R-GPCD whereas the state average was 108 (RGPCD) Information taken from: [https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/docs/2018nov/uw\\_presentation\\_110618.pdf](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/2018nov/uw_presentation_110618.pdf)

# Drought Report

## Residential



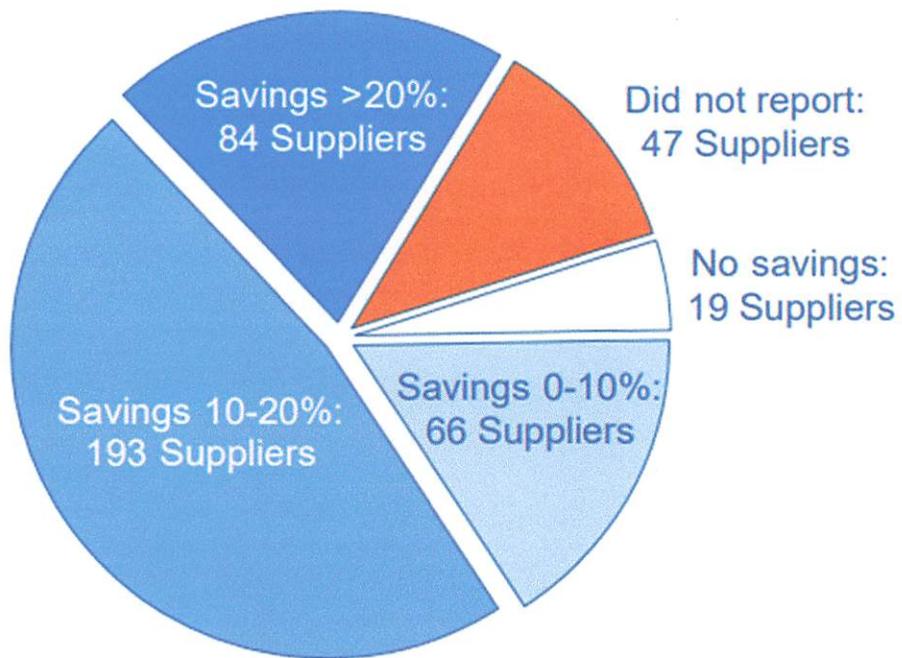


Figure 2 Show the number of suppliers achieving various levels of water savings in Sep 2018 compared to Aug 2013 Baseline. More than 1/3 of suppliers reported water saving between 10-20%. Info Taken from: [https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/docs/2018nov/uw\\_presentation\\_110618.pdf](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/2018nov/uw_presentation_110618.pdf)

# Statewide urban water production

Over 231 Billion Gallons Saved in 2018

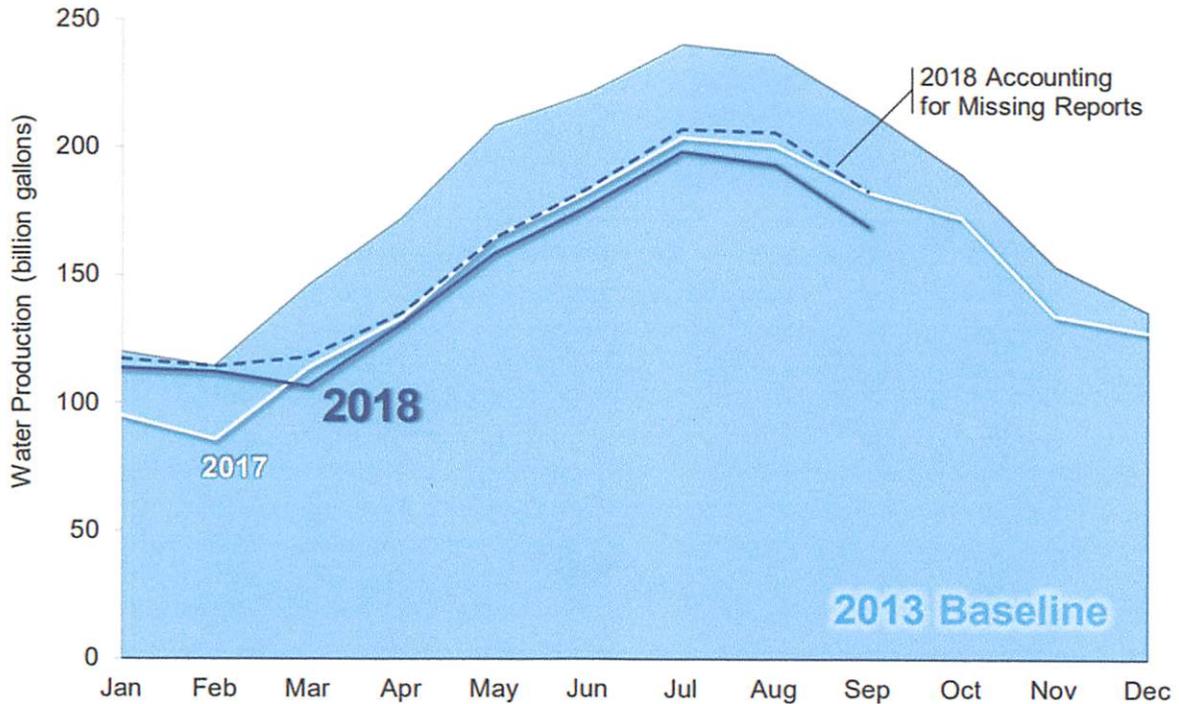


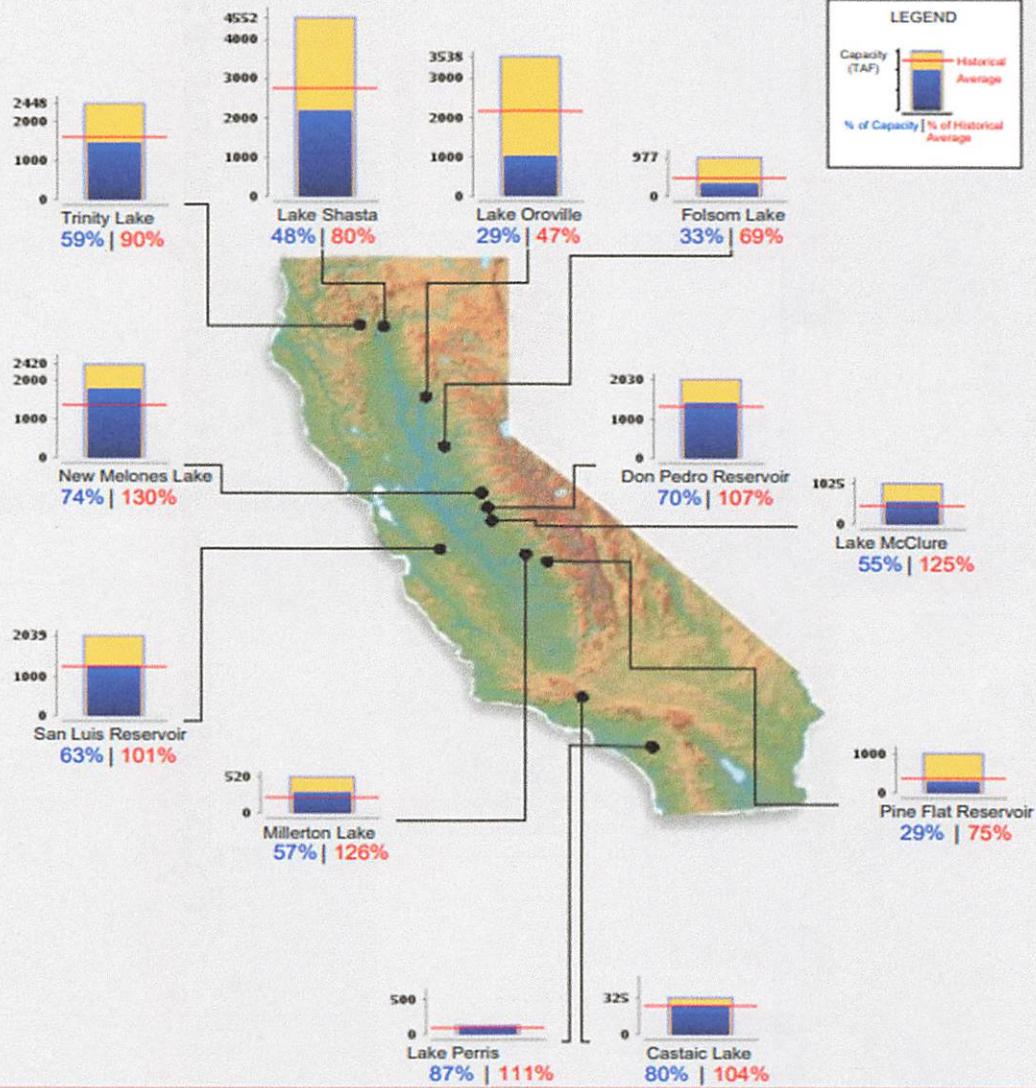
Chart through Sep 2018. The State reduction is 14.6% when compared 2013, with the District tracking at almost half the saving at 7% over 2013. (graphic taken from: [https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/docs/2018nov/uw\\_presentation\\_110618.pdf](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/2018nov/uw_presentation_110618.pdf))



# Reservoir Conditions

Ending At Midnight - December 9, 2018

## CURRENT RESERVOIR CONDITIONS



Graph Updated 12/10/2018 10:18 AM

Figure 3 <http://cdec.water.ca.gov/cgi-progs/products/rescond.pdf>

**Monthly percent water savings compared to the same month in 2013**

Hydrologic Region	Sep 14	Sep 15	Sep 16	Sep 17	Sep 18
Central Coast	15.9%	26.9%	24.9%	21.5%	21.4%
Colorado River	6.9%	17.4%	6.9%	6.9%	2.5%
North Coast	9.5%	20.0%	11.7%	1.2%	14.6%
North Lahontan	5.3%	16.2%	7.6%	17.8%	2.9%
Sacramento River	16.7%	28.0%	15.3%	9.0%	13.9%
San Francisco Bay	15.4%	25.1%	17.8%	9.9%	13.9%
San Joaquin River	10.1%	26.7%	19.2%	13.9%	15.3%
South Coast	8.1%	26.7%	19.5%	17.2%	15.3%
South Lahontan	8.6%	25.8%	13.4%	12.2%	11.8%
Tulare Lake	11.6%	25.9%	18.9%	16.1%	15.5%
<b>Statewide Savings</b>	<b>10.6%</b>	<b>26.2%</b>	<b>18.2%</b>	<b>14.6%</b>	<b>14.6%</b>

Figure 4 Water Saving by Hydrologic Region

[https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/docs/2018oct/fs110618.pdf](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/2018oct/fs110618.pdf)

**Average monthly residential gallons per capita daily (R-GPCD)**

Hydrologic Region	Sep 13*	Sep 14	Sep 15	Sep 16	Sep 17	Sep 18
Central Coast	106	89	76	79	83	83
Colorado River	199	185	162	182	187	206
North Coast	92	84	73	82	85	77
North Lahontan	136	127	113	128	115	119
Sacramento River	192	163	142	162	175	151
San Francisco Bay	98	84	72	80	87	82
San Joaquin River	169	156	123	131	141	144
South Coast	120	111	89	96	99	100
South Lahontan	171	158	130	147	148	150
Tulare Lake	208	179	150	176	177	175
<b>Statewide R-GPCD</b>	<b>130</b>	<b>117</b>	<b>97</b>	<b>106</b>	<b>111</b>	<b>108</b>

Figure 5 Water Savings by Hydrologic Region, (QHWD in South Lahontan) Graphic taken from:

[https://www.waterboards.ca.gov/water\\_issues/programs/conservation\\_portal/docs/2018oct/fs110618.pdf](https://www.waterboards.ca.gov/water_issues/programs/conservation_portal/docs/2018oct/fs110618.pdf)

## Capital Improvement Projects

### Contract for Arsenic

We have signed contract for the Arsenic treatment facility with no significant change orders or changes to the scope of the project. Some minor changes were requested during the design to maintain constancy throughout the system and match like vendor and material to existing valves QHWD currently has in the field. We are expecting submittal process to commence within the next week.

### Sewer Lateral

During the design phase it became apparent that a sewer connection would assist this project and the current practice of “pumping to waste” for well 6A. The pump to waste process is every time the well turns on or off it pumps a few hundred gallons to the atmosphere (Currently runs down the gutter, and eventually drains into the storm drain). During winter months this nuisance water can freeze and become a slip hazard. For this reason and several others, we are striving to create a physical connection to the sewer (storm drains do not exist in front of this site) system and discharge our waste water.

### AVEK Proposed Rates

On December 5<sup>th</sup> AVEK staff presented the new proposed rates for 2019. The current rate is \$560.00 per acre foot of water. Starting January 1st, the rate will be increased by 7.5% or \$602.00 per acre foot. The percentage of increase is uniform for all AVEK customers as shown the in attached table.

Table 1 Taken from AVEK Rates Packet

(a)

**FOR MUNICIPAL AND INDUSTRIAL WATER DELIVERED TO  
CONSUMERS UNDER TERMS OF WATER SERVICE AGREEMENTS**

	Treated Water Delivery Charge \$/AF	Untreated Water Delivery Charge \$/AF	
2019	602.00	414.00	

AVEK also pointed out that the return flows of 39% could be used to offset the cost which would equate to a unit cost (1 unit=100cf or 748 gallons) of \$0.99/unit with return flows and \$1.38/unit without return flows.

## Future Demand

The future demand at QHWD is changing since the introduction of self-imposed conservation efforts and state mandated conservation efforts. The 2010 Integrated Regional Urban Water Management Plan for the Antelope Valley (IRUWMP). Predicted water consumption in the table below.

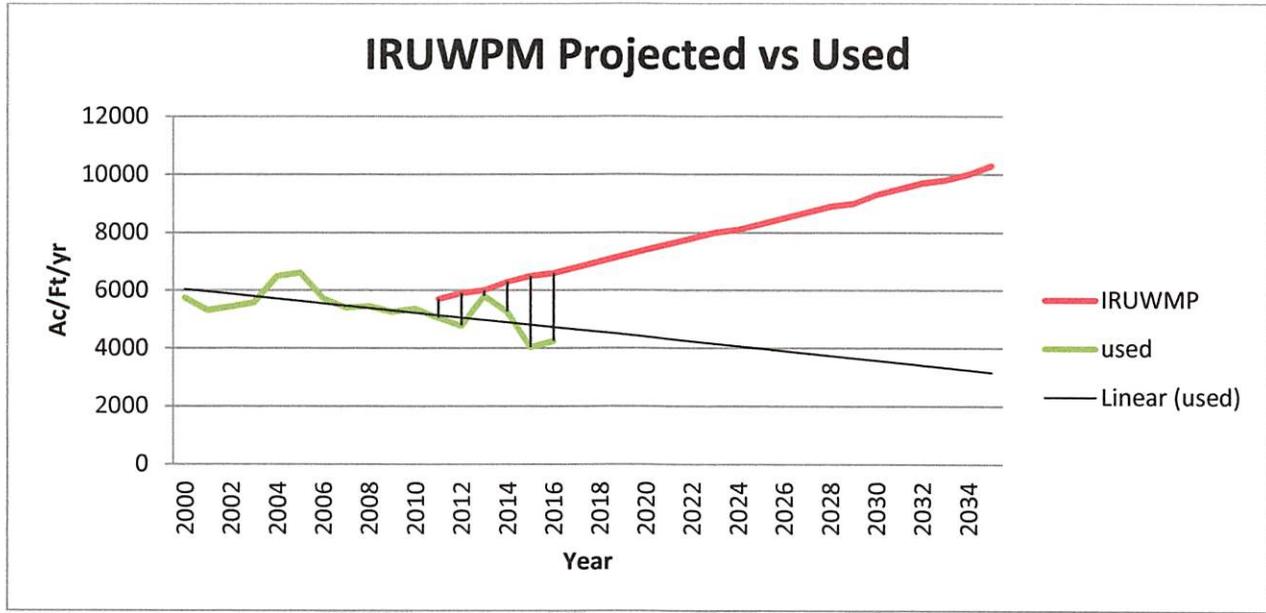


Figure 6 IRUWMP predicted demand has not proven to be consistent actual demand.

As shown above the predicted demand versus the actual are trending in different directions. Some of the reason for this disparity is conservation, lack of predicted growth, drought (State Mandated Conservation). Since this graphic was showing inconsistency and the Antelope Valley Adjudication (AVA) has concluded staff thought it would be a good idea to update demand data and plot new trends for demand.

First staff prepared some tables to show the current demand and current pumping practices and how this will correlate to the amount of ground water that has been granted to QHWD under exhibit #3. The first table is the worst case and the second chart is the expected case. However, in both predicted models under the AVA stipulations QHWD will continue to Book or save pumping rights for increased demand. Like the IRUWMP had no way of predicting the future, current staff also has no way of predicting the future so the following are assumptions. Wells and imported we derived by taking the previous five years history, and the exhibit 3 is straight from the physical stipulation. Federal Water (Edwards Air Force base and Plant 42) demand should be somewhat constant and the return flows are based off the previous five years consumption.

Table 2 Worst Case Scenario no ramp down water

Year	Wells	Imported	Exhibit #3	Fed Water	Return Flow	Replenishment Water	Booked Water
2028	1754.5	2724.5	563.73	311	1062.56	182.76	2428.27
2027	1753.7	2726.5	563.73	311	1063.33	184.33	2245.51
2026	1754.3	2720.3	563.73	311	1060.90	181.37	2061.18
2025	1745.3	2712.8	563.73	311	1058.01	187.40	1879.81
2024	1748.8	2720.2	563.73	311	1060.87	186.85	1692.41
2023	1770.6	2742.8	563.73	311	1069.71	173.84	1505.56
2022	1749.7	2736.3	563.73	311	1067.14	192.20	1331.71
2021	1757.0	2689.2	563.73	311	1048.80	166.54	1139.52
2020	1700.7	2675.7	563.73	311	1043.53	217.57	972.97
2019	1765.8	2756.9	563.73	311	1075.19	184.10	755.40
2018	1879.8	2856.1	563.73	311	1113.87	108.80	571.30
2017	1645.1	2703.4	563.73	311	1232.87	462.50	462.50

Table 3 Expected Exhibit #3 water with ramp down

Year	Wells	Imported	Exhibit #3	Fed Water	Return Flow	Replenishment Water	Booked Water
2028	1754.5	2724.5	563.73	311	1062.56	182.76	4717.32
2027	1753.7	2726.5	563.73	311	1063.33	184.33	4534.56
2026	1754.3	2720.3	563.73	311	1060.90	181.37	4350.23
2025	1745.3	2712.8	563.73	311	1058.01	187.40	4168.86
2024	1748.8	2720.2	563.73	311	1060.87	186.85	3981.46
2023	1770.6	2742.8	563.73	311	1069.71	173.84	3794.61
2022	1749.7	2736.3	563.73	311	1067.14	192.20	3620.76
2021	1757.0	2689.2	716.33	311	1048.80	319.14	3428.57
2020	1700.7	2675.7	868.94	311	1043.53	522.78	3109.42
2019	1765.8	2756.9	1021.54	311	1075.19	641.91	2586.64
2018	1879.8	2856.1	1174.14	311	1113.87	719.21	1944.73
2017	1645.1	2703.4	1326.75	311	1232.87	1225.52	1225.52

As previously denoted the conservation aspect appears to have permanently changed future demand or rather skewed the data down as shown in the following graphic (conservation program went into effect in 2007). If the new trend line is analyzed, it will take till 2031 or 14 more years to get back to 2007 level of 6613 acft/year.

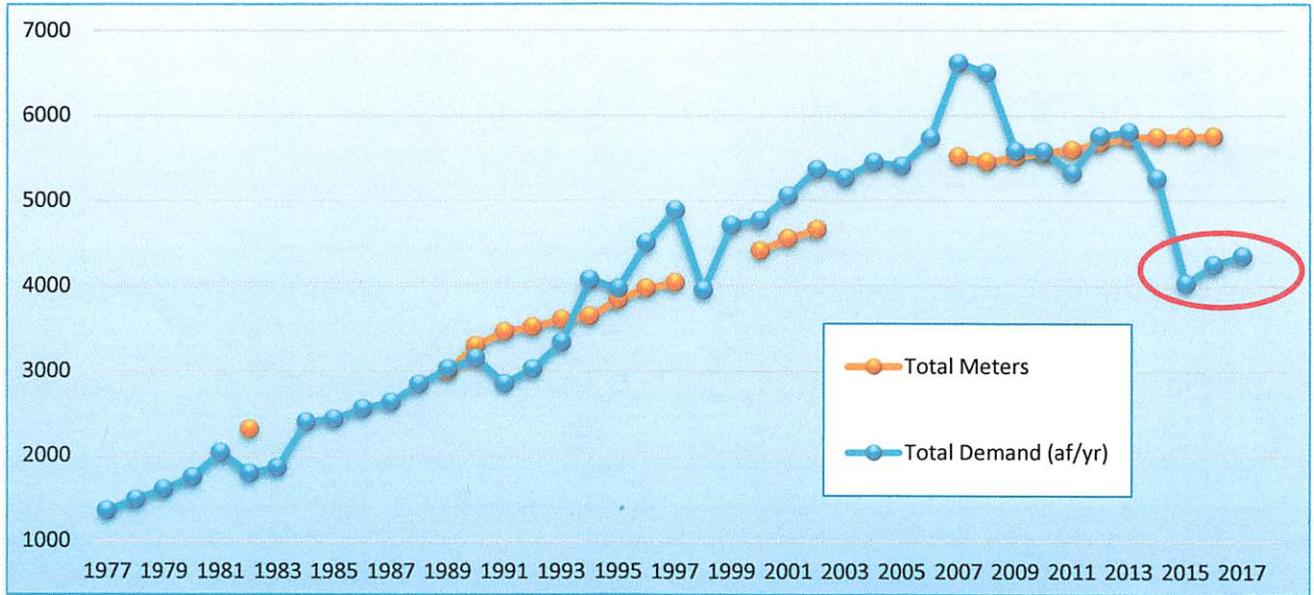


Figure 7 Demand has changed due to conservation program and drought mandates.

### QHWD Pass-Through

During this time of the year and per our Proposition 218 QHWD is authorized to pass-through the 7.5% AVEK increases. However, as a prudent and fiscally responsible agency the Board of Directors has historically instructed staff to look for ways to run more efficient and leaner. To perform this task management has predicted the midterm financial review QHWD staff will only be increasing variable water rates by 1% and has determined the following. This is doable only because of the fiscally responsible policies established by the Board of Directors and through proper management techniques QHWD staff. One of the many examples of this is the solar capital improvement projects which allows QHWD to pump water from the underground aquifer at a great reduced cost. The following table shows the existing variable water rates and the new rates.

Table 4 New Variable water rates for both residential and commercial, this will increase the average water bill by \$0.48/month.

Residential	Cost Per 748 gallons	
	2018	2019
Tier 1	\$1.14	\$1.15
Tier 2	\$1.51	\$1.53
Tier 3	\$2.86	\$2.89
Tier 4	\$5.43	\$5.48
Commercial	Cost Per 748 gallons	

0-30gal	\$1.21	\$1.22
31-90gal	\$1.36	\$1.37
91+gal	\$2.02	\$2.04

The new rate will increase the average overall water bill by \$0.48 per a month. Management continually looks for ways to reduce cost and more efficient methods while maintaining the high standards and quality of water.

## Income/Expense Report

### Monthly Budget and Expenditures

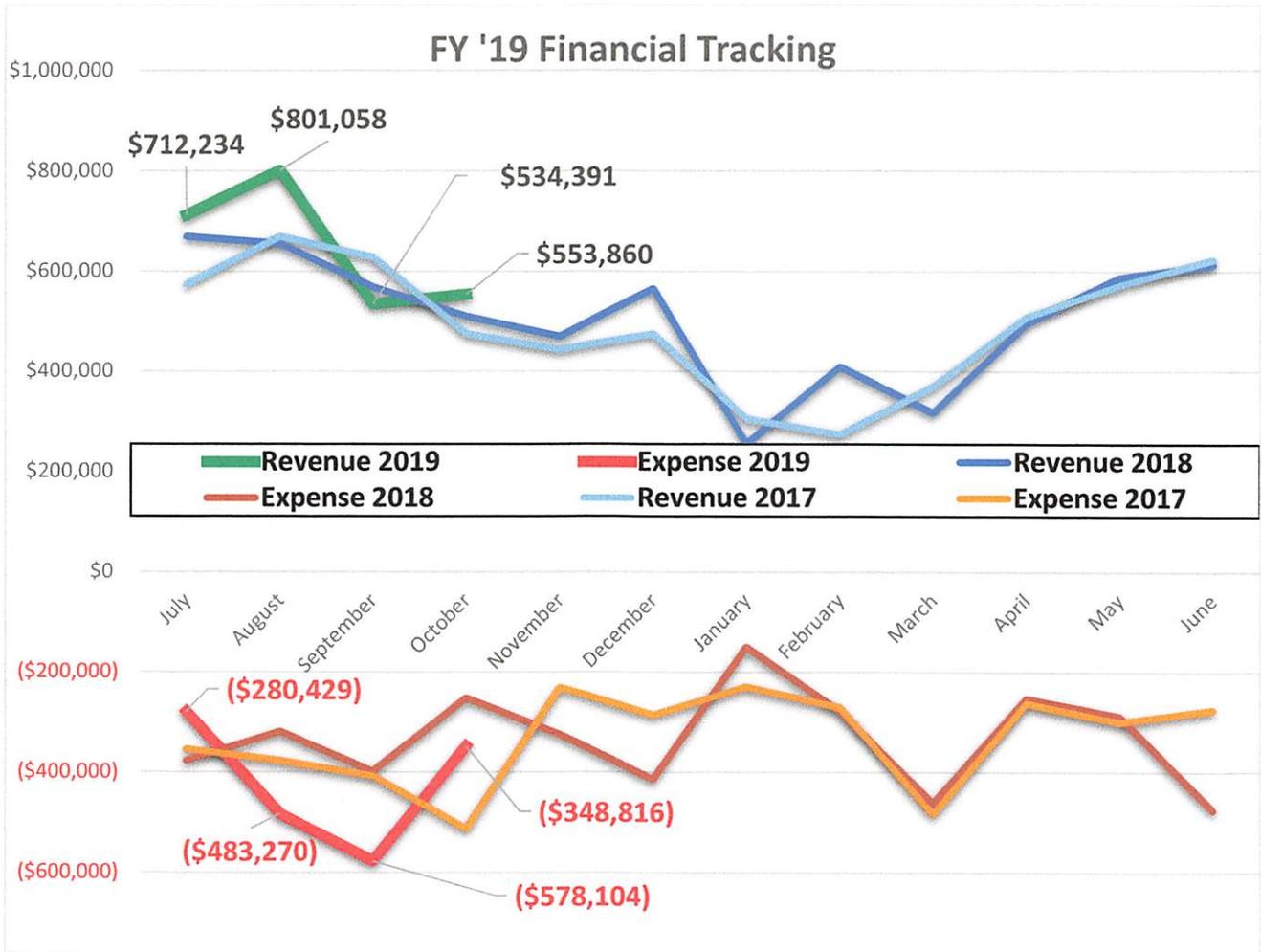
As we continue into the new fiscal year little action has taken place thus far however, it is anticipated that this year's budget will include several large ticket capital improvement items namely the Arsenic treatment for well 6, well rehab at two wells, valve turner, new vacuum excavation, and work trucks. The revenue for the month of October was a little higher when compared to last year same period (FY 2017 Oct=\$509K) or October of this year was \$553K or 9% more. The total budgeted amount for FY 2019 is \$6,315,880 or 8% greater than the previous year budget.

The budgeted expenses that were expensed during the month of October for the running of the District during FY '19 was \$348,816. The total anticipated budgeted amount for the running of the District for FY '19 is expected to be \$4,745,485.

(During previous BOD meeting the BOD has authorized the GM to move monies among different categories within the budget if the bottom line does not change.)

Accounts	October	YTD	Budget	Remaining
Revenue	\$553,860	\$2,599,839	\$6,315,880	\$3,716,041
Expense	(\$348,816)	(\$1,698,143)	(\$4,745,485)	\$3,047,342
Net Income	\$205,044	\$901,696	\$1,570,395	
Rebate Conservation	\$0	\$0		
Pension Liability	\$0	\$0		
Professional Services	(\$8,888)	(\$41,056)		
Net Income	<b>\$196,156</b>	<b>\$860,640</b>		
<b>Non-Cash</b>				

Depreciation Expense	\$0	\$0	(\$850,000)	(\$850,000)
OPEB Liability	\$0	\$0	(\$180,395)	(\$180,395)
<b>Net total</b>	<b>\$196,156</b>	<b>\$860,640</b>	<b>\$540,000</b>	<b>(\$1,030,395)</b>



**Quartz Hill Water District**  
**Statement of Income and Expenses**  
**From 10/1/2018 Through 10/31/2018**

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Remaining</u>
<b>Revenues</b>					
Revenue-Construction	4000	0.00	6,696.00	0.00	6,696.00
Revenue-Water Bank	4045	0.00	0.00	13,392.00	(13,392.00)
Gain/Loss on Investments	4080	0.00	0.00	500.00	(500.00)
Dividend Revenues	4090	0.00	0.00	6,000.00	(6,000.00)
Interest Revenues	4100	319.90	1,283.61	125,000.00	(123,716.39)
Rents & Leases	4110	4,095.61	34,981.48	55,000.00	(20,018.52)
Taxes & Assessments	4130	0.00	33,961.42	400,000.00	(366,038.58)
Revenue-Will Serve Letter	4135	0.00	1,500.00	5,000.00	(3,500.00)
Revenue-Returned Check Fee	4140	95.00	540.00	1,420.00	(880.00)
Revenue-Capacity Charge	4160	0.00	9,806.00	30,000.00	(20,194.00)
Revenue-Miscellaneous	4190	1,000.00	1,757.16	0.00	1,757.16
Revenue-Service Charge Residential	4500	167,489.40	669,590.22	1,809,000.00	(1,139,409.78)
Revenue-Service Charge Commercial	4510	4,852.84	19,402.55	38,458.00	(19,055.45)
Revenue-Service Charge Multi Dwelling	4520	4,165.97	16,663.88	29,409.00	(12,745.12)
Revenue-Service Charge Construction	4530	0.00	9,330.89	1,131.12	8,199.77
Revenue-Service Charge Irrigation	4540	5,495.80	21,983.20	44,114.00	(22,130.80)
Revenue - Water Use Residential	4600	293,398.26	1,461,437.32	2,537,159.84	(1,075,722.52)
Revenue-Water Usage Commercial	4610	11,797.51	48,587.77	92,912.00	(44,324.23)
Revenue-Water Usage-Multi Dwelling	4620	24,434.92	107,438.46	202,718.00	(95,279.54)
Revenue-Water Usage-Construction	4630	0.00	126.70	1,974.35	(1,847.65)
Revenue-Water Usage-Irrigation	4640	16,129.97	99,212.88	160,271.46	(61,058.58)
Revenue-Late Charges	4700	16,299.10	34,628.71	58,000.00	(23,371.29)
Revenue-Clean & Show	4705	0.00	0.00	100.00	(100.00)
Revenue-Fire Flow	4720	200.00	1,000.00	1,200.00	(200.00)
Revenue-Credit Report	4725	0.00	0.00	160.00	(160.00)
Revenue-Conservation	4735	0.00	0.00	171,843.00	(171,843.00)
Revenue-Door Tag Charge	4740	0.00	0.00	45,000.00	(45,000.00)
Revenue-Set/Pick Up Hydrant Meter	4750	0.00	30.00	150.00	(120.00)
Revenue-Fine	4755	0.00	0.00	100.00	(100.00)
Revenue-Lock Cut/Missing	4780	0.00	1,000.00	1,000.00	0.00
Revenue-Pull Meter	4790	5.98	255.98	0.00	255.98
Revenue-Door Tag/Disconnect/Reconnect Fee	4800	4,080.00	18,075.00	30,000.00	(11,925.00)
Repairs to Water System/Damage	4810	0.00	0.00	581.89	(581.89)
Revenue-New Meter	4820	0.00	550.00	1,265.00	(715.00)
Unannexed Services	4840	0.00	0.00	44.00	(44.00)
<b>Total Revenues</b>		<u>553,860.26</u>	<u>2,599,839.23</u>	<u>5,862,903.66</u>	<u>(3,263,064.43)</u>
<b>Expenses</b>					
Water Purchase AVEK	5000	127,590.40	587,675.20	1,500,000.00	912,324.80
Water Purchase-Los Angeles County	5010	645.17	1,448.80	4,281.92	2,833.12
Fuel Expense-Trucks	5100	1,545.31	9,206.39	20,000.00	10,793.61
Fuel Expense-Equipment	5105	356.54	1,496.62	5,000.00	3,503.38
Water Quality	5200	1,833.29	10,059.53	20,000.00	9,940.47
Water Quality Chemical Purchases	5210	0.00	1,944.79	8,000.00	6,055.21
Power	5305	19,091.78	83,617.89	225,000.00	141,382.11
Small Tool Purchases	5400	3,077.26	6,025.23	6,000.00	(25.23)
Small Equipment Purchase	5405	0.00	0.00	4,000.00	4,000.00
Repairs & Maintenance-System	5520	46,200.24	102,805.04	180,000.00	77,194.96
Repairs & Maintenance-Operations Center	5525	59.02	4,180.10	15,000.00	10,819.90
Repairs & Maintenance-Equipment	5535	360.68	1,454.90	25,000.00	23,545.10
New Service Installation	5540	0.00	1,319.16	0.00	(1,319.16)
Repairs & Maintenance-Trucks	5545	531.84	2,920.54	25,000.00	22,079.46

**Quartz Hill Water District**  
**Statement of Income and Expenses**  
**From 10/1/2018 Through 10/31/2018**

		<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Remaining</u>
Repairs & Maintenance-Small Tools	5550	0.00	20.93	1,000.00	979.07
Equipment Rental	5560	0.00	654.61	1,500.00	845.39
Safety Supplies	5600	0.00	987.23	15,000.00	14,012.77
Safety Training/Compliance	5605	55.00	205.00	2,000.00	1,795.00
Wages-Management	6010	0.00	100.00	0.00	(100.00)
Director Compensation	6011	300.00	1,300.00	8,000.00	6,700.00
Director Expenses	6015	0.00	0.00	3,000.00	3,000.00
Board Meeting Wages	6020	0.00	0.00	2,000.00	2,000.00
Wages	6030	72,091.48	341,924.39	975,000.00	633,075.61
Payroll Tax Expense	6040	4,597.19	24,242.76	100,000.00	75,757.24
Uniform Allowance	6045	0.00	1,500.00	0.00	(1,500.00)
Pension Expense	6070	11,933.33	50,282.01	130,000.00	79,717.99
Write Off Bad Debt	6170	0.00	0.00	1,500.00	1,500.00
Merchant Fees/Banking	6175	0.00	0.00	26,170.24	26,170.24
Bank Fees	6180	5,738.32	21,887.53	18,000.00	(3,887.53)
Interest Expense	6190	0.00	203,800.00	416,425.00	212,625.00
Dues & Subscriptions	6330	12,325.50	24,715.27	65,000.00	40,284.73
Education/Seminars/Training	6340	0.00	2,631.87	14,000.00	11,368.13
Insurance-General Liability & Autos	6405	0.00	0.00	35,000.00	35,000.00
Insurance-Property	6410	0.00	26,870.00	0.00	(26,870.00)
Insurance-Employees	6415	18,431.74	73,812.20	250,000.00	176,187.80
Insurance-Director	6416	376.30	1,505.20	5,000.00	3,494.80
Insurance-Retiree	6417	5,600.65	23,040.25	55,000.00	31,959.75
Insurance-Workers Compensation	6420	0.00	9,472.42	20,000.00	10,527.58
Computer Expense	6500	1,552.00	6,221.14	24,000.00	17,778.86
Office Expense	6550	5,815.19	25,374.03	55,000.00	29,625.97
Postage	6560	2,179.35	9,713.94	33,000.00	23,286.06
Utilities	6565	1,204.93	6,951.56	9,666.00	2,714.44
Pension Expense-Unfunded Liability	6570	0.00	0.00	25,344.00	25,344.00
Travel/Meals/Parking/Mileage	6575	33.97	1,226.20	8,000.00	6,773.80
Trash Removal	6585	105.88	423.52	1,200.00	776.48
Telephone	6595	174.96	2,415.92	15,000.00	12,584.08
Public Relations	6600	164.25	254.98	12,000.00	11,745.02
Accounting	6615	0.00	0.00	17,000.00	17,000.00
Legal Services	6630	2,238.00	16,709.98	25,000.00	8,290.02
Legal Fees-Adjudication	6635	2,522.00	5,497.00	30,000.00	24,503.00
Licenses & Permits	6645	0.00	0.00	2,148.00	2,148.00
Security Expense	6650	0.00	0.00	65.25	65.25
Medical Expense	6675	0.00	0.00	265.00	265.00
Rebates-/Purchases - Conservation	6700	84.72	248.72	15,000.00	14,751.28
Uniforms	6715	0.00	0.00	6,500.00	6,500.00
<b>Total Expenses</b>		<u>348,816.29</u>	<u>1,698,142.85</u>	<u>4,460,065.41</u>	<u>2,761,922.56</u>
<b>Net Income (Loss) Subtotal</b>		<u>205,043.97</u>	<u>901,696.38</u>	<u>1,402,838.25</u>	<u>(501,141.87)</u>
<b>Professional Services-Other</b>					
Professional Services	6625	8,888.33	41,055.82	40,000.00	(1,055.82)
Professional Fees-Other	6626	0.00	0.00	10,000.00	10,000.00
<b>Total Professional Services-Other</b>		<u>8,888.33</u>	<u>41,055.82</u>	<u>50,000.00</u>	<u>8,944.18</u>
<b>Non-Cash Operating Expenses</b>					
Depreciation	6290	0.00	0.00	850,000.00	850,000.00
OPEB Expense	6418	0.00	0.00	180,395.00	180,395.00

**Quartz Hill Water District**  
**Statement of Income and Expenses**  
**From 10/1/2018 Through 10/31/2018**

	<u>Current Month</u>	<u>Year to Date</u>	<u>Budget</u>	<u>Remaining</u>
Total Non-Cash Operating Expenses	<u>0.00</u>	<u>0.00</u>	<u>1,030,395.00</u>	<u>1,030,395.00</u>
Net Income (Loss) Total	<u>196,155.64</u>	<u>860,640.56</u>	<u>322,443.25</u>	<u>538,197.31</u>