



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

August 5, 2020

BOARD OF DIRECTORS

ROBERT E. ALVARADO

Division 1

DON WILSON

Division 2

GLORIA DIZMANG

Division 3

KATHY MAC LAREN

Division 4

VINCENT DINO

Division 5

DENNIS D. LaMOREAUX

General Manager

ALESHIRE & WYNDR LLP

Attorneys



AGENDA FOR REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT

TO BE HELD VIA TELECONFERENCE ONLY

DIAL-IN NUMBER: 571-748-4021 ATTENDEE PIN: 545-373-611#

Submit Public Comments at: <https://www.gomeet.com/545-373-611>

MONDAY, AUGUST 10, 2020

6:00 p.m.

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

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

Adicionalmente, un intérprete estará disponible para ayudar al público a hacer **comentarios** bajo la sección No. 4 en la agenda y cualquier elemento de acción donde se ofrece comentarios al público durante la reunión, siempre y cuando se solicite con 48 horas de anticipación de la junta directiva. Por favor de llamar Dawn Deans al 661-947-4111 x1003 con su solicitud. (PWD reglas y reglamentos sección 4.03.1 (c))

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

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

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

- 1) Pledge of Allegiance/Moment of Silence.
- 2) Roll Call.
- 3) Adoption of Agenda.

- 4) Public comments for non-agenda items.
- 5) Presentations:
 - 5.1) None at this time.
- 6) Action Items - Consent Calendar (The public shall have an opportunity to comment on any action item on the Consent Calendar as the Consent Calendar is considered collectively by the Board of Directors prior to action being taken.)
 - 6.1) Approval of minutes of Regular Board Meeting held July 27, 2020.
 - 6.2) Approval of minutes of Strategic Plan Special Meeting Workshop held July 28, 2020.
 - 6.3) Payment of bills for August 10, 2020.
 - 6.4) Receive and file Semi-Annual Employee Reimbursement Report for the Period Covering January 1, 2020 through June 30, 2020. (Finance Manager Williams)
 - 6.5) Reject claim received from Rochelle Johnson and refer to Joint Powers Insurance Authority. (Finance Manager Williams)
- 7) Action Items - Action Calendar (The public shall have an opportunity to comment on any action item as each item is considered by the Board of Directors prior to action being taken.)
 - 7.1) Consideration and possible action on award of contract for Well No. 7 rehabilitation under Specification No. 20-601 to L. O. Lynch Quality Wells and Pumps, Inc. (\$188,920.00 – Budgeted – Budget Item No. 20-601 – Engineering/Grant Manager Rogers)
 - 7.2) Consideration and possible action on the approval of Resolution No. 20-10 being a Resolution of the Board of Directors of the Palmdale Water District Authorizing the District's Application for Funding From the Bureau of Reclamation Watersmart: Water Energy Efficiency Grant for Federal Fiscal Year 2021 for the Palmdale Ditch Replacement Project. (\$2,000,000.00 – Potential Revenue – Non-Budgeted – Engineering/Grant Manager Rogers)
 - 7.3) Consideration and possible action on setting Palmdale Water District's assessment rates for fiscal year 2020-2021 and adoption of Resolution No. 20-11 regarding said rates. (Finance Manager Williams/Financial Advisor Egan)
 - 7.4) Consideration and possible action on authorization of the following conferences, seminars, and training sessions for Board and staff attendance within budget amounts previously approved in the 2020 Budget:
 - a) None at this time.

- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings; Standing Committee/Assignment Reports; General Report.
 - 8.2) Report of General Manager.
 - 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.

A handwritten signature in cursive script, reading "Dennis D. LaMoreaux". The signature is written in dark ink and is positioned above a horizontal line.

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: August 3, 2020 **August 10, 2020**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Michael Williams, Finance Manager
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.4 – RECEIVE AND FILE SEMI-ANNUAL EMPLOYEE REIMBURSEMENT REPORT FOR THE PERIOD COVERING JANUARY 1, 2020 THROUGH JUNE 30, 2020 (FINANCE MANAGER WILLIAMS)***

Recommendation:

Staff recommends the Board receive and file the Semi-Annual Employee Reimbursement Report for the period covering January 1, 2020 through June 30, 2020.

Background:

Staff reimbursements are based on the approved budget. It is required that the District report to the governing body Employee Reimbursements in excess of \$100.00 on a semi-annual basis.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 4 – Financial Health and Stability.

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

Budget:

Receiving and filing the Employee Reimbursement Report will not affect the budget.

Supporting Documents:

- Semi-Annual Employee Reimbursement Report for the period covering January 1, 2020 through June 30, 2020.

PALMDALE WATER DISTRICT
Semi-Annual Employee Reimbursement Report
Period Covering January 1, 2020 to June 30, 2020

Employee ID	Employee Name	Pay Date	Item Description	Amount
1380	Richard Doubenmier	01/22/20	Boot Reimbursement	175.00
1720	Richard Heinonen	01/22/20	Educational Reimbursement	2,332.22
4005	Maria Avelar	01/22/20	Educational Reimbursement	229.00
4058	Anthony Myrick	01/22/20	Educational Reimbursement	162.53
4059	Sabrina Lee	01/22/20	Educational Reimbursement	162.53
2955	Peter Thompson Jr	02/05/20	Travel Expenses	419.92
4038	Francisco Jimenez	02/19/20	Educational Reimbursement	163.53
4050	Shaneece Lopez	02/19/20	Educational Reimbursement	281.00
1720	Richard Heinonen	03/04/20	Educational Reimbursement	198.94
4033	Daniel Maldonado	03/04/20	Educational Reimbursement	1,458.80
4041	Corey Shere	03/04/20	Educational Reimbursement	300.00
4055	Erik Gustafson	03/04/20	Educational Reimbursement	285.00
2955	Peter Thompson Jr	03/18/20	Travel Expenses	189.08
4067	Brian Toner	03/18/20	Boot Reimbursement	175.00
4018	Jennifer Emery	04/01/20	Educational Reimbursement	3,000.00
4007	Dan Menko	04/01/20	Travel Expenses	165.39
4064	Michael Evans	04/01/20	Educational Reimbursement	167.53
4016	Mynor Masaya	04/15/20	Educational Reimbursement	119.55
4007	Dan Menko	04/15/20	Travel Expenses	165.39
4060	Scott Rogers	04/15/20	Refund cancelled insurance	202.02
1780	Dennis Hoffmeyer	06/10/20	Educational Reimbursement EDU2	1,980.00
1653	Frank Gonzales	06/10/20	Educational Reimbursement EDU1	250.00
				<u>12,582.43</u>

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: August 4, 2020 **August 10, 2020**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Scott Rogers, Engineering/Grant Manager
VIA: Mr. Adam Ly, Assistant General Manager
Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION ON
AWARD OF CONTRACT FOR WELL NO. 7 REHABILITATION UNDER
SPECIFICATION NO. 20-601 TO L. O. LYNCH QUALITY WELLS AND PUMPS,
INC. (\$188,920.00 – BUDGETED – BUDGET ITEM NO. 20-601 –
ENGINEERING/GRANT MANAGER ROGERS)***

Recommendation

Staff recommends that the Board award a contract to L. O. Lynch Quality Wells and Pumps, Inc., from San Jacinto, California, in the not-to-exceed amount of \$188,920.00 for the rehabilitation of Well No. 7 under Budget Item No. 20-601.

Alternative Options:

No other alternative.

Impact of Taking No Action:

Decrease water supply capacity.

Background:

Completion of this project would complete the rehabilitation of Well No. 7. In May of this year, the pump for Well No. 7 was pulled, a video was done, and a large hole was found in the casing of the well which significantly impacted the structural integrity of the well. Kyle Groundwater evaluated the history, reviewed the video of the well's condition, and made a recommendation to reline the well. The work consists of rehabilitation of the well through chemical treatment and focused intake pumping, installing a liner within the existing casing, development of the well, and pump testing.

The total bid price in the bid proposal submitted by L. O. Lynch Quality Wells and Pumps, Inc. is \$188,920.00. A bidder's bond in the amount of 10 percent of the total bid price was submitted with the bid proposal. The surety company providing the bid bond is Suretec Insurance Company of Texas.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

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

August 4, 2020

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 payment and performance bonds to protect the District's interest.

L. O. Lynch Quality Wells and Pumps, Inc., as the lowest responsive, responsible bidder, holds a valid worker's compensation insurance policy (Policy number 9242146 with State Compensation Insurance Fund effective from December 1, 2018 through December 1, 2020.)

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, complexity, and comparable value.

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 L. O. Lynch Quality Wells and Pumps, Inc. will perform 99 percent of the work and meets the limitations on the subcontracting work.

Responsiveness of the bid pertaining to compliance with the material terms of the bid documents has been reviewed, deemed acceptable, and recommended for award by District staff.

L. O. Lynch Quality Wells and Pumps, Inc., as the lowest responsible bidder, has met the criterion of providing the lowest bid price of qualified firms at \$188,920.00. The lowest qualified bid price is \$1,129.00, or over 1-percent, lower than the next lowest bidder.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 1 – Water Resource Reliability.

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

Budget:

This item is under Budget Item No. 20-601.

Supporting Documents:

- Bid Results Summary
- Proposal Package from Lowest Responsible Bidder
- Kyle Groundwater Letter of Recommendation dated July 22, 2020

**Palmdale Water District
Well 7 Rehabilitation
Bid Summary**

Item No.	Description	Unit of Measure	Best Drilling and Pump, Inc.			O Lynch Quality Wells & Pumps Inc.			Layne Christensen Company		
			Quantity	Unit Cost	Total	Quantity	Unit Cost	Total	Quantity	Unit Cost	Total
1	Mobilization, demobilization, and site cleanup	Lump Sum	1	\$22,000.00	\$22,000.00	1	\$20,000.00	\$20,000.00	1	\$35,476.00	\$35,476.00
2	Provide Solids and Waste Water Disposal, Including Temporary Discharge Conveyance and Erosion Control to Facilitate Discharge to Ground Surface	Lump Sum	1	\$9,060.00	\$9,060.00	1	\$5,000.00	\$5,000.00	1	\$13,438.00	\$13,438.00
3	Bail sediment and debris from bottom of well (est. 9 feet)	Lump Sum	1	\$3,775.00	\$3,775.00	1	\$5,000.00	\$5,000.00	1	\$2,965.00	\$2,965.00
4	Chemical Treatment with NW-220 Polymer Dispersant, including Pre-Development by Focused Intake Pumping	Lump Sum	1	\$17,750.00	\$17,750.00	1	\$16,500.00	\$16,500.00	1	\$32,372.00	\$32,372.00
5	Furnish and Install 12.25-inch ID x 1/4-inch Wall ASTM A139 Mild Steel Blank Well Casing (500 to 650 feet)	Feet	150	\$90.00	\$13,500.00	150	\$49.00	\$7,350.00	150	\$111.15	\$16,672.50
6	Furnish and Install 12.25-inch ID x 1/4-inch Wall ASTM A606 Type 4 HSLA Full-Flo Louvered Well Screen with 0.080-inch Slots (650 to 810 feet)	Feet	160	\$204.00	\$32,640.00	160	\$172.00	\$27,520.00	160	\$213.79	\$34,206.40
7	Furnish and Install 12.25-inch ID x 1/4-inch Wall ASTM A606 Type 4 HSLA Blank Well Casing with end plate (810 to 820 feet)	Feet	10	\$90.00	\$900.00	10	\$153.00	\$1,530.00	10	\$111.15	\$1,111.50
8	Furnish and Install CEMEX Lapis Lustre 6 x 16 Medium Aquarium Gravel Envelope Material and Transition Sand (600 to 824 feet)	Feet	224	\$33.50	\$7,504.00	224	\$80.00	\$17,920.00	224	\$51.20	\$11,468.80
9	Furnish and Install Annular Cement Seal (505 to 600 feet bgs)	Feet	95	\$59.00	\$5,605.00	95	\$150.00	\$14,250.00	95	\$78.41	\$7,448.95
10	Provide Redevelopment by Swabbing and Focused Intake Pumping	Hours	30	\$320.00	\$9,600.00	30	\$450.00	\$13,500.00	30	\$582.32	\$17,469.60
11	Provide, Install, and Remove Development Test	Lump Sum	1	\$23,000.00	\$23,000.00	1	\$20,000.00	\$20,000.00	1	\$67,033.00	\$67,033.00
12	Provide Final Development by Pumping and Surging	Hours	30	\$435.00	\$13,050.00	30	\$275.00	\$8,250.00	30	\$336.38	\$10,091.40
13	Provide Aquifer Pumping Tests (8-hour step drawdown, 24-hour constant rate drawdown, and 4-hour recovery tests)	Hours	36	\$405.00	\$14,580.00	36	\$275.00	\$9,900.00	36	\$315.95	\$11,374.20
14	Provide Downhole Video Survey	Lump Sum	1	\$1,500.00	\$1,500.00	1	\$1,200.00	\$1,200.00	1	\$2,229.00	\$2,229.00
15	Provide Well Disinfection	Lump Sum	1	\$4,275.00	\$4,275.00	1	\$7,500.00	\$7,500.00	1	\$8,738.00	\$8,738.00
16	Reinstall Permanent Pump and Motor, Conduct Startup Testing	Lump Sum	1	\$11,310.00	\$11,310.00	1	\$13,500.00	\$13,500.00	1	\$19,380.00	\$19,380.00
			Total	\$190,049.00		Total	\$188,920.00		Total	\$291,474.35	

PROPOSAL

BIDDER'S DECLARATION SPECIFICATION NO. 20-601

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 interior building improvements as specifically set forth in documents entitled **Specification No. 20-601 – Rehabilitation of Well 7** 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
- ☐ Cashier's check
- ☐ Certified check
- ☒ Bid Bond

properly made payable to Palmdale Water District, hereinafter designated as the Owner, for the sum of \$ 188,920.00, which amount is not less than 10 percent of the total amount of this bid, 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:

L.O. LYNCH QUALITY WELLS & PUMPS, INC.
856 West Seventh Street
San Jacinto, CA 92582

PROPOSAL
PAGE P-1

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.

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 forty-five (45) 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.

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

NOW, in compliance with the Notice Inviting Bids and all the provisions hereinbefore

L.O. LYNCH QUALITY WELLS & PUMPS, INC.

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 San Jacinto, California.

Dated 07/17 20 20 Bidder: L O Lyndh Quality Wells & Pumps Inc.

By: Kenneth S. Swallow

Title: Vice President

Bidder's post-office address:

856 W Seventh Street
San Jacinto, CA 92582

Telephone No.: 951-654-7724

Facsimile No.: 951-654-2060

Corporation organized under the laws of the State of California

Contractor's License(s): 740156

Expiration Dates: 9/30/2021

Surety or sureties:

Suretec 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.

PROPOSAL
PAGE P-3

BID SCHEDULE
SPECIFICATION NO. 20-601

Schedule of Prices for Rehabilitation of Well 7
for
Palmdale Water District

Bid schedule shall be submit electronically on web-based electronic bidding service
(www.procurennow.com)

1 Description	Quantity	Unit of Measure	Unit Cost	Total	Comments
Mobilization, demobilization, and site cleanup	1	Lump Sum	\$20,000.00	\$20,000.00	
Provide Solids and Waste Water Disposal, Including Temporary Discharge Conveyance and Erosion Control to Facilitate Discharge to Ground Surface	1	Lump Sum	\$5,000.00	\$5,000.00	
Bail sediment and debris from bottom of well (est. 9 feet)	1	Lump Sum	\$5,000.00	\$5,000.00	
Chemical Treatment with NW-220 Polymer Dispersant, including Pre-Development by Focused Intake Pumping	1	Lump Sum	\$16,500.00	\$16,500.00	
Furnish and Install 12.25-inch ID x 1/4-inch Wall ASTM A139 Mild Steel Blank Well Casing (500 to 650 feet)	150	Feet	\$49.00	\$7,350.00	
Furnish and Install 12.25-inch ID x 1/4-inch Wall ASTM A606 Type 4 HSLA Full-Flo Louvered Well Screen with 0.080-inch Slots (650 to 810 feet)	160	Feet	\$172.00	\$27,520.00	
Furnish and Install 12.25-inch ID x 1/4-inch Wall ASTM A606 Type 4 HSLA Blank Well Casing with end plate (810 to 820 feet)	10	Feet	\$153.00	\$1,530.00	
Furnish and Install CEMEX Lapis Lustre 6 x 16 Medium Aquarium Gravel Envelope Material and Transition Sand (600 to 824 feet)	224	Feet	\$80.00	\$17,920.00	
Furnish and Install Annular Cement Seal (505 to 600 feet bgs)	95	Feet	\$150.00	\$14,250.00	
Provide Redevelopment by Swabbing and Focused Intake Pumping	30	Hours	\$450.00	\$13,500.00	
Provide, Install, and Remove Development Test Pump	1	Lump Sum	\$20,000.00	\$20,000.00	
Provide Final Development by Pumping and Surging	30	Hours	\$275.00	\$8,250.00	
Provide Aquifer Pumping Tests (8-hour step drawdown, 24-hour constant rate drawdown, and 4-hour recovery tests)	36	Hours	\$275.00	\$9,900.00	
Provide Downhole Video Survey	1	Lump Sum	\$1,200.00	\$1,200.00	
Provide Well Disinfection	1	Lump Sum	\$7,500.00	\$7,500.00	
Reinstall Permanent Pump and Motor, Conduct Startup Testing	1	Lump Sum	\$13,500.00	\$13,500.00	
Total				<u>\$188,920.00</u>	

L.O. LYNCH QUALITY WELLS & PUMPS, INC.
856 West Seventh Street
San Jacinto, CA 92582

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>
	temporary Discharge Conveyance	Rain For Rent
	chemical Treatment	Johnson Chemical
	well casing, well Screen	Roscoe Moss
	medium Gravel	Lemex
	Annular Cement Seal	Superior Redmix
	Downhole Video Survey	Well Rehabilitation Services Inc.

LIST OF PROPOSED SUBSTITUTIONS none

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>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PROPOSAL
PAGE P-5

L.O. LYNCH QUALITY WELLS & PUMPS, INC.
856 West Seventh Street
San Jacinto, CA 92582

PROPOSAL
PAGE P-6

INFORMATION REQUIRED OF BIDDER

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

On June 30, 2020 Phil Lucas inspected site on
behalf of L O Lynch Quality Wells & Pumps Inc. Phil
is the Sales Manager & Project Supervisor.

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):

see attachment

L.O. LYNCH QUALITY WELLS & PUMPS, INC.
856 West Seventh Street
San Jacinto, CA 92583

PROPOSAL
PAGE P-7

L O Lynch Quality Wells & Pumps Inc.
Attachment to Proposal for Palmdale Water
Comparable Project Experience
Bidder;s Declaration Specification No. 20-601

<u>Date</u>	<u>Customer/Address</u>	<u>Contact</u>	<u>Telephone</u>	<u>Location</u>	<u>Amount</u>
6/25/2019	Coachella Valley Water District 75515 Hovely Lane E Palm Desert, CA 92236	Glen Lubbe	760-398-2661	Rehab Wells 5624-1, 7803-1, 7991-1, 563-1	\$ 599,005.76
6/26/2018	City of Banning 99 E Ramsey St Banning, CA 92229	luis Cardenas	951-922-3143	Well3, Well M-7, M-10	\$ 65,671.40
10/28/2019	City of Corcoran 832 Whitley Ave Corcoran, CA 93212	Joseph Faulkher	559-992-2151	WELL 11	\$ 50,250.00
5/16/2018	Joshua Basin Water District 61750 Choluta Rd Joshua Tree, CA 92252	Randy Mayes	760-366-8438	Well 14	\$ 143,379.00
11/28/2018	Pardee Homes 1250 Corona Point, Ste 600 Corona, CA 92879	Keith Ledbetter	951-377-9724	City of Banning Well NP-1 Banning, CA	\$ 139,220.00
3/27/2020	Olam Farming Inc 14518 VE 19 1/2 Chowchilla, CA 93610	Michael Richardson	559-633-0946	Well 15	\$ 85,000.00
4/8/2019 to date	Long Beach Water 18000 E Woodlow Rd Long Beach, CA 90807	Wendy Chen	562-570-2324	Rehab Wilson 1A & Citizens 9	\$ 1,182,692.25
6/29/2020 to date	City of Banning 99 E Ramsey St Banning, CA 92229	Luis Cardenas	951-922-3143	Wells C-3, C-6, M-12, M-10, C-4	\$ 519,568.00

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): 740,156, C-57

Expiration Date: 09/30/2021

Name of Individual Contractor (print or type): _____

Signature of Owner: _____

Business Address: _____

or

Name of Partnership or Firm: _____

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: _____

or

Name of Corporation: LO Lynch Quality Wells & Pumps Inc.

Business Address: 856 W Seventh Street, San Jacinto, CA 92502

Corporation organized under the laws of the State of California

SEAL

Kenneth Swarthout

Kenneth S Swarthout
Signature of Secretary of Corporation

NOTE: CURRENT COPIES OF ALL APPLICABLE LICENSES MUST BE ATTACHED

PROPOSAL
PAGE P-8

TO THIS PROPOSAL.

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.

[illegible]

PROPOSAL
PAGE P-9

Project Plan - Palmdale Water Rehab

From 28 July 2020 to 10 October 2020. As at 17 July 2020 EDT.

Planned Start Date:

28 July 2020

Planned Finish Date:

02 October 2020

WBS	Name	Planned Start Date	Planned Finish Date	Planned Effort	Percent Complete	Actual Start Date	Actual Effort
1	Contractor selection date	7/28/2020	7/28/2020		0		
2	(Assuming a start date 10 days after selection a NTP is given commence work)	8/10/2020	8/10/2020		0		
3	Step 1 Mobilization to site	8/10/2020	8/12/2020		0		
4	Bail out materials from well	8/12/2020	8/12/2020		0		
5	Run slug tool to assure new casing will go in the well	8/13/2020	8/13/2020		0		
6	Order casing for reline and prep associated tooling to install	8/14/2020	8/14/2020		0		
7	3-5 day lead time for delivery of casing to job site	8/14/2020	8/20/2020		0		
8	Install new casing and install gravel and concrete	8/24/2020	8/25/2020		0		
9	Perform injection of NW220chemicals for pre rehabilitation of new casing	8/26/2020	8/27/2020		0		
10	Install equipment to perform mechanical development via Focus intake Pumping	8/31/2020	9/1/2020		0		
11	Commence mechanical development via Focus Intake Pumping	9/2/2020	9/7/2020		0		
12	Install test pump for final development	9/9/2020	9/14/2020		0		
13	Perform well development and test pumping	9/15/2020	9/21/2020		0		
14	Pull test pump equipment	9/22/2020	9/24/2020		0		
15	Flush well for video log survey	9/24/2020	9/24/2020		0		
16	Perform video log survey	9/25/2020	9/25/2020		0		
17	Perform well disinfection	9/28/2020	9/28/2020		0		
18	Reinstall permanent pump and motor, start up and test	9/29/2020	10/2/2020		0		

L O Lynch Quality Wells & Pumps Inc.
Staff Equerience qualifications
Palmdale Water Well Rehab submission

Detail of crew assigned and level of Well Rehab Experience:

Anticipated person's to be assigned to job as lead person:

- 1) Phil Lucas
- 2) Cody McBride
- 3) Jaime Perieda
- 4) Emil Worm
- 5) Luis Arias

1) Phil Lucas is the Sales Manager of L O Lynch. Phil has numerous years of experience in the Water well Industry. He was previously employed as a salesman for various Pump Equipment Distributors and gained a volume of experience and knowledge in the industry. He has a wealth of knowledge pf Pumps, and Well equipment and supplies. Phil joined L O Lynch Quality Wells & Pumps Inc and has been a valuable lead person and supervisor for most of the Rehab jobs we have undertaken in the past three years.

2) Cody McBride has much experience leading Well Rehab jobs amongst other work. He was lead field person of our previous Rehab work for Customers such as Olam Farms, City of Corcoran, Corcoran Irrigation District (we were a a sub contractor) and various wells at Coachella Valley Irrigation District. Cody has lead numerous othe jobs.

3) Jaime Perieda has much experience as a second lead technician for various Pump removal, pump install jobs, mostly of turbine pumps and is a dependable conscience worker.

4) Emil Worm is 50% owner of L O Lynch Quality Wells and Pumps and possesses numerour years of experience, over 40, both in the Water Well Pump side of things as well as Well Drilling. Emil has a wealth of knowledge which he shares daily with the crew of the Company as well as being a wealth of knowledge and experience for different scenarios as they arise.

5) Luis Arias has much experience in Well Rehab jobs and is and has lead jobs like Long Beach Water, Coachella Valley Water District, City of Banning, Pardee Homes, amongst others. Luis has a Class A CDL and is also a Certified Crane Operator.



July 22, 2020

Mr. Scott L. Rogers, PE
Engineering Manager
Palmdale Water District
2029 East Avenue Q
Palmdale, CA 93550

**Subject: Bid Evaluation – Well 7 Rehabilitation
Specification No. 20-601**

Dear Mr. Rogers:

The bid opening for the above referenced project was held on July 20, 2020 at 5:00 pm. A total of three (3) contractors submitted bids and the apparent low bidder was determined to be L. O. Lynch Quality Wells and Pumps, Inc., (Lynch) of San Jacinto, California. KYLE Groundwater, Inc., (KGI) conducted an evaluation of Lynch's bid proposal on July 22, 2020, including 1) confirmation that all required documents were properly completed and submitted and addenda acknowledged, 2) verification that required licenses are current, active, and in good standing, 3) verification that the bid contains no mathematical errors, 4) confirmation that the proposed schedule is reasonable and meets contractual requirements, and 5) review of client references.

The bid submitted by Lynch, totaling \$188,920.00, contained no mathematical errors. Lynch holds a State of California C-57 Well Drilling license that is listed as current and active with an expiration date of September 30, 2021. The proposed schedule conforms to the contract documents and appears to be reasonable. Selected client references listed within the bid proposal were contacted by KGI on July 22, 2020. All contacted references have confirmed that Lynch perform well and are capable of meeting the requirements of this contract.

Based upon this evaluation of the bid proposal submitted, it has been confirmed that the apparent low bidder is a State of California licensed contractor that is capable of meeting the requirements of the contract. Therefore, it is therefore recommended that the contract be awarded to L. O. Lynch Quality Wells and Pumps, Inc.

Please do not hesitate to contact me should you have any questions or concerns.

Sincerely,

Russell John Kyle, PG, CHG
Principal Hydrogeologist

KYLE Groundwater, Inc.
557 E. Pasadena Street, Suite 2
Pomona, CA 91767
(626) 379-7569

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: August 4, 2020 **August 10, 2020**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Scott Rogers, Engineering/Grant Manager
VIA: Mr. Adam Ly, Assistant General Manager
Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION ON THE APPROVAL OF RESOLUTION NO. 20-10 BEING A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT AUTHORIZING THE DISTRICT’S APPLICATION FOR FUNDING FROM THE BUREAU OF RECLAMATION WATERSMART: WATER ENERGY EFFICIENCY GRANT FOR FEDERAL FISCAL YEAR 2021 FOR THE PALMDALE DITCH REPLACEMENT PROJECT. (\$2,000,000.00 – POTENTIAL REVENUE – NON-BUDGETED – ENGINEERING/ GRANT MANAGER ROGERS)***

Recommendation:

Staff recommends the Board:

1. Approve a resolution for submitting a grant application to the U.S. Bureau of Reclamation’s WaterSMART Water Energy Efficiency for Federal Fiscal Year 2021 Funding Announcement Number BOR-DO-20-F002;
2. Approve the grant application requesting \$2,000,000 in grant funds to complete Phase 1 of the Palmdale Ditch Replacement; and
3. Authorize the General Manager to sign and transmit the grant application to the U.S. Bureau of Reclamation (BOR) in Denver, Colorado.

Alternative Options:

The Board can choose not to apply for the grant funding.

Impact of Taking No Action:

There will be no potential to receive this grant funding.

BOARD OF DIRECTORS
PALMDALE WATER DISTRICT

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

August 4, 2020

Background:

The WaterSMART (Sustain and Manage America's Resources for Tomorrow) Program provides a framework for Federal leadership and assistance to stretch and secure water supplies for future generations in support of the Department's priorities. Through the Water Energy Efficiency Grant, the BOR funds projects that result in quantifiable and sustained water savings and support broader water reliability benefits where conservation and usage of water is more efficient; increases the production of hydropower; mitigates conflict risk in areas at a high risk of future water conflict; and accomplishes other benefits that contribute to water supply reliability in the western United States.

Phase 1 of the Palmdale Ditch replacement is the replacement of approximately two miles of the open, earthen and partially concrete-lined Ditch with a pipeline that will decrease water loss in the Ditch and increase the capacity of water transfer from Littlerock Reservoir to Lake Palmdale. Currently, the existing Ditch has an estimated capacity of 25 cfs and average annual losses of over 718 acre-feet, or 25% of the total flow from the reservoir. Historically, the District has not recorded data of flows over the dam's spillway due to limitations with the capacity of the Ditch, which directly relates to increased losses due to the Ditch.

The grant application requires that the Board of Directors approve a resolution that the District make a good faith effort to enter into a cooperative agreement with Reclamation for the receipt and administration of said grant funds.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 1 – Water Resource Reliability.

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

Budget:

There is no impact on the budget for preparing the resolution, and the District has the potential to receive grant funding.

Supporting Documents:

- Resolution Number 20-10

RESOLUTION NO. 20-10

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT AUTHORIZING THE DISTRICT'S
APPLICATION FOR FUNDING FROM THE BUREAU OF RECLAMATION
WATERSMART: WATER ENERGY EFFICIENCY GRANT FOR FEDERAL FISCAL
YEAR 2021 FOR THE PALMDALE DITCH REPLACEMENT PROJECT**

WHEREAS, Palmdale Water District is an irrigation district established pursuant to Division 11, Section 20500 et seq. of the California Water Code.

WHEREAS, water supply in the Palmdale area is facing a growing list of challenges associated with reductions in allowed groundwater pumping due to groundwater adjudication, regulatory cutbacks on State Water Project deliveries, Bay-Delta instability, climate change, aging infrastructure, and growing population; and

WHEREAS, the United States Department of the Interior, Bureau of Reclamation under the Water Energy Efficiency Grant makes funding available to qualifying applicants; and

WHEREAS, the Board of Directors of the Palmdale Water District has identified a project that exemplifies the objectives of the WaterSMART Grant in the Palmdale Ditch Replacement; and

WHEREAS, Palmdale Water District agrees to the administration and cost sharing requirements of the WaterSMART Grant criteria.

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

SECTION 1. Palmdale Water District is hereby authorized to receive, if awarded, the WaterSMART: Water and Energy Efficiency for 2021 grant funding in an amount up to \$2,000,000 and will make a good faith effort to enter into a cooperative agreement with Reclamation for the receipt and administration of said grant funds.

SECTION 2. The General Manager, Dennis D. LaMoreaux, or his designee, is hereby authorized to take any and all action which may be necessary for the completion and execution of the project agreement and to take any and all other action which may be necessary for the receipt and administration of the grant funding in accordance with the requirements of the Bureau of Reclamation.

SECTION 3. This resolution officially becomes a component part of the Palmdale Water District's grant application.

SECTION 4. The Board of Directors has reviewed and supports the application to be submitted.

SECTION 5. Palmdale Water District is capable of providing the amount of funding and/or in-kind contributions specified in the grant application funding plan.

SECTION 6. This Resolution shall be effective as of the date of adoption.

CERTIFICATION

PASSED, APPROVED and ADOPTED this 10th day of August 2020.

Vincent Dino, President
Board of Directors
Palmdale Water District

Don Wilson, Secretary
Board of Directors
Palmdale Water District

Approved as to form:

Aleshire & Wynder, LLP
District Legal Counsel

A written report for this item will be hand-delivered prior to the Board meeting as the information to prepare the assessment rates will not be available until August 7, 2020.

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: August 4, 2020 **August 10, 2020**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 8.1 – REPORTS OF DIRECTORS (DIRECTOR DIZMANG)***

The following is Director Dizmang’s written report from the recent ACWA Conference:

Conference Report: “Building Resilient Coalitions to Achieve Co-Equal Goals”

I picked this group because we are contemplating forming coalitions, and while the situation differs from ours, I felt I could learn the process of forming coalitions—the steps, the areas to avoid, and directions to go. This was the best presentation I viewed. The presenters were prepared to discuss what happened and specifically what needed to be done. They commented on the problems they faced—like the reduced timeline—and the lessons learned.

The background of this area involves major rivers, a hydroelectric dam, and PG&E bailing out of the agreement, leaving the involved area afloat. The area deals with two major California rivers—the Russian and the Eel. The history did not always bring in the groups affected by water being taken from the Eel and transferred to the Russian and the dam construction.

This coalition was formed when PG&E decided not to renew their federal project license, thus leaving the area in fear of losing services and perhaps open to “jackel” attacks from agencies looking for control and power and not the interests of the inhabitants.

I was impressed with the different groups they brought into the coalition. There were representatives from the Counties, Water Agencies, environmental groups, and the Native American interests. Talk about diverse!

Although they are diverse, they are unified in wanting to provide water and power to the people while protecting the rivers and environment.

With this information, I had a better idea of what steps we could use in forming our coalitions. Here is what I came up with:

1, Know the status of the groups involved. Make certain we include all the major groups that have a vested interest. Become familiar with the background, the issues of each group.

From this we (all) can identify areas of commonality and possible areas of conflict.

2. Know what government agencies are involved and with what they expect us to comply—and timelines. Find out how to contact them and bring them into the plan.

3. Based on the above information, begin setting up objectives with ideas of how to accomplish them. These solutions should look into all areas, like advanced technology, public support, people and agencies that have been through this. Investigate the need for a consultant.

4. Set a timeline to achieve the goals. Pick the easiest attainable to be resolved first. Put people in objectives that interest them.

Like I said, these were the thoughts I had during and as a result of the session. It's just Coalition Forming 101.

Conference Report #2: "Emergency Response and Engagement in the Age of Climate Change"

This group could have been missed and the Great State of California wouldn't have had a problem. The Moderator was organized, but he should have checked with the panel. First of all, the material offered would be relevant for organizing a response group for any town, city, county or state emergency—immediate or climate change related.

The first speaker, probably because she held the highest office in the group, spoke for about 10 minutes and had little to say (Queen of Glittering Generalities). I mean she did use words during that time, but didn't seem to make any sense, in relationship to the group title. Mostly she spoke "governese" that listed the many agencies that exist in the State.

Each speaker each gave information, and some actually related to what was trying to be accomplished.

The point of the presentation is that too often communities, counties, states and other areas depend on specialized agencies to handle a problem, not understanding that where one agency may be the lead in a crisis, other agencies are often involved. Example: The Fire Department puts out fires. There may be injuries, so health care groups are involved. The fire may encompass an area where traffic is heavy, or gangs exist to take advantage, so law enforcement becomes a part, etc.

In the 1990s with wildfires raging, California began to see the big picture and began working with different fire-fighting groups to enable groups to respond or help in other parts of the state. Other agencies were added to complete a picture of a "group of groups" responding to the same problem. I remember hearing about California being asked to send people to talk in other States and other countries about our integrated system and its successes.

The same must be done city-wide and county-wide. All agencies that deal with disasters must come together and form a plan of joint action to face whatever the threat.

August 4, 2020

There is the realization that more money may need to be spent and more personnel added to make the plan work. Communication...one of the biggies in the plan...needs to be updated and expanded. Constant update of new technology must be maintained, and if possible, used. For example, alternative field generators, and the Heli Hydrant.

Below is a picture of Yorba Linda's new Heli Hydrant which makes water available to helicopters in areas where large water sources are scarce.



We in the Antelope Valley are already addressing this issue. Last fall there was a luncheon to introduce the Greater Antelope Valley Water Districts Emergency Coalition. Plans are being made to enlarge the group to include more agencies and hopefully will result in a plan that will bring in everyone to address an immediate emergency or the affects of Climate Change.

MINUTES OF MEETING OF THE FINANCE COMMITTEE OF THE PALMDALE WATER DISTRICT, JUNE 18, 2020:

A meeting of the Finance Committee of the Palmdale Water District was held Thursday, June 18, 2020, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order at 1:09 p.m.

1) Roll Call.

Attendance:

Committee:

Gloria Dizmang, Chair (via teleconference)

Don Wilson,

Committee Member (via teleconference)

Others Present:

Dennis LaMoreaux, General Manager (via teleconference)

Adam Ly, Assistant General Manager (via teleconference)

Mike Williams, Finance Manager (via teleconference)

Judy Shay, Public Affairs Director (via teleconference)

Bob Egan, Financial Advisor (via teleconference)

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

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

3) Public Comments for Non-Agenda Items.

There were no public comments for non-agenda items.

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

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held May 21, 2020.

It was moved by Committee Member Wilson, seconded by Chair Dizmang, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Finance Committee meeting held May 21, 2020.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of May 2020. (Financial Advisor Egan)

Financial Advisor Egan provided an overview of the Investment Funds Report through May 2020, including the reduction in cash due to the anticipated payment for the Amargosa Creek Recharge Project and lower than anticipated assessments received followed by discussion of a 4% reduction in water sales due to delayed payments as a result of COVID-19.

He then reviewed the cash flow statement, including receipts for water sales and RDA pass-through funds, and recommended the delay of capital projects to ensure year-end reserves remain at \$10 million after which Finance Manager Williams informed the Committee that the anticipated Butte County payment is higher than anticipated due to additional water purchases.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for April 2020. (Finance Manager Williams)

Finance Manager Williams reviewed in detail the balance sheet, profit and loss statement and trends, and revenue and expense analysis reports for the period ending May 2020 and stated that most departments are operating at or below the targeted expenditure percentage of 42% after which Financial Advisor Egan stated that the District's ratio of current assets versus current liabilities is 2:1 and is a very healthy position for the District.

Committee Member Wilson then requested a list of consultants paid to date and requested a meeting with Finance Manager Williams to gain a better understanding of the financial reports presented.

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

Finance Manager Williams provided an overview of the Contractual Commitments and Needs Report for new and replacement capital projects, consulting and engineering support projects, new and replacement equipment, water quality fee funded projects, committed and projected capital expenditures, and the payout summary for the Water Revenue Bond Series 2018A through May 2020.

5) Reports.

5.1) Finance Manager Williams:

a) Effect of COVID-19 Event.

Finance Manager Williams stated that due to COVID-19 events, collection efforts were stopped March 17, 2020; that as of June 9, 2020, staff resumed sending late notice reminder bills with no shut-off dates; that there will be no disconnections for non-payment of bills; that there is no end date to the moratorium on shut-offs, but it will be required to be lifted when the state of emergency is lifted; that as of May 31, approximately \$95,805 in penalties have been deferred, and there are 823 accounts with a balance of \$50 or more and over sixty days past due; and that cash is coming in but at a 4% to 6% slower pace.

b) Revenue Projections.

He then stated that revenue through May is ahead of projections by approximately \$230,000.00.

General Manager LaMoreaux then provided an overview of the District's Reserve Policy relative to concerns expressed regarding cash flow, a potential new policy regarding the effects of COVID-19, and the effect of sending late notices.

5.2) Financial Advisor Egan:

a) Debt Service Coverage Status.

Financial Advisor Egan stated that the Debt Service Coverage for the period of June 2019 through May 2020 is 1.63.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Date of Next Committee Meeting.

It was determined that the next Finance Committee meeting will be held July 23, 2020 at 1:00 p.m.

8) Adjournment.

There being no further business to come before the Finance Committee, the meeting was adjourned at 1:55 p.m.



Chair