



PALMDALE WATER DISTRICT

A CENTURY OF SERVICE

BOARD OF DIRECTORS

ROBERT E. ALVARADO
Division 1

DON WILSON
Division 2

GLORIA DIZMANG
Division 3

KATHY MAC LAREN
Division 4

VINCENT DINO
Division 5

DENNIS D. LaMOREAUX
General Manager

ALESHIRE & WYNDER LLP
Attorneys

August 7, 2019

AGENDA FOR REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PALMDALE WATER DISTRICT to be held at the District's office at 2029 East Avenue Q, Palmdale MONDAY, August 12, 2019

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 meeting held July 22, 2019.
 - 6.2) Payment of bills for August 12, 2019.
 - 6.3) Approval of Resolution No. 19-12 Approving the Antelope Valley State Water Contractors Association Budget for Fiscal Year 2019/2020. (Deputy Water and Energy Resources Director and AVSWCA Assistant General Manager Thompson II)
 - 6.4) Receive and file Semi-Annual Employee Reimbursement Report for the period covering January 1, 2019 through June 30, 2019. (Finance Manager Williams)
 - 6.5) Approve absence of Director Alvarado from July 22, 2019 meeting due to vacation. (General Counsel Dunn)
- 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 setting Palmdale Water District's assessment rates for fiscal year 2019-2020 and adoption of Resolution No. 19-13 regarding said rates. (Finance Manager Williams)
 - 7.2) Consideration and possible action on 2020-2021 Association of California Water Agencies (ACWA) Region 8 Board election. (No Budget Impact – General Manager LaMoreaux)
 - 7.3) Consideration and possible action to create an Ad-Hoc Committee for working with Las Virgenes Municipal Water District on a joint event. (No Budget Impact – Public Affairs Director Shay)
 - 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 2019 Budget:
 - a) ACWA Region 8 Legislative Forum to be held September 20, 2019 in Pasadena.
 - b) California Emergency Services Association (CESA) to be held October 21 – 24, 2019 in Sonoma.
- 8) Information Items:
 - 8.1) Reports of Directors:
 - a) Meetings/General Report.

- b) Standing Committee/Assignment Reports (Chair):
 - 1) Organizational Excellence Committee.
 - 2) Leadership and Outreach Committee.
 - 3) Resource Reliability and Operational Efficiency Committee.
- 8.2) Report of General Manager.
- 8.3) Report of General Counsel.
- 9) Board members' requests for future agenda items.
- 10) Adjournment.



DENNIS D. LaMOREAUX,
General Manager

DDL/dd

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

DATE: August 6, 2019 **August 12, 2019**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Peter Thompson II, Deputy Water & Energy Resources Dir.
VIA: Mr. Jon Pernula, Water & Energy Resources Director
Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.3 – APPROVAL OF RESOLUTION NO. 19-12
APPROVING THE ANTELOPE VALLEY STATE WATER
CONTRACTORS ASSOCIATION BUDGET FOR FISCAL YEAR
2019/2020. (DEPUTY WATER & ENERGY RESOURCES DIRECTOR
AND AVSWCA ASSISTANT GENERAL MANAGER THOMPSON II)***

Recommendation:

Staff recommends the Board approve Resolution No. 19-12 Approving the Antelope Valley State Water Contractors Association (AVSWCA) Budget for Fiscal Year 2019/2020.

Alternative Options:

There are no alternative options.

Impact of Taking No Action:

The AVSWCA budget will not be approved.

Background:

The Commissioners for the AVSWCA approved the fiscal year 2019/2020 Budget at their July 11, 2019 meeting. Per the Joint Powers Agreement that created the AVSWCA, the governing body of each member agency must also approve the budget. The budget is then deemed effective upon receipt by the AVSWCA of certified copies of the approving resolution from each member agency.

The proposed budget has four categories: General Operating Funds, Restricted Funds – USGS Groundwater Monitoring Program, Restricted Funds – Antelope Valley Integrated Regional Water Management Plan, and Restricted Funds – Big Rock Creek Joint Groundwater Recharge Program.

August 6, 2019

General Operating Funds expenditure categories include:

- Insurance: Liability insurance for the Association obtained through ACWA/JPIA
- Memberships: Membership in ACWA
- Miscellaneous: Includes all miscellaneous expenses not covered in other Association accounts (business cards, meals, etc.)
- Outreach: Includes the website, possible purchase of a tabletop display, promotional items, and event fees
- Contract Services – Administration: Services provided by AVEK and PWD
- Contract Services – General: Covers A.V. Fair Conservation Garden annual maintenance fee and Home & Garden Show/SMART Water Expo and related expenses
- Contract Services – Audit: Covers the outside review of financials for prior year close.

Per the Bylaws of the Association, the first \$30,000.00 of member agency contributions is split evenly to cover General Operating Costs. Each of the member agencies has been billed \$10,000.00 for fiscal year 2019/2020 to cover proposed General Operating Costs of \$28,850.00.

Secondary contributions on general expenditures are estimated at \$18,000.00. The Association's current policy for funding excess amounts is by State Water Project Table "A" percentages to determine the split among the member agencies. Based on this policy, the \$18,000.00 will be split as follows:

AVEK:	\$15,426.00 (85.7%)
PWD:	2,322.00 (12.9%)
LCID:	<u>454.00 (1.4%)</u>
TOTAL:	\$18,000.00

Each of the member agencies has been billed their proportionate share of the \$18,000.00.

Restricted Funds expenditure categories include:

- Contract Services – USGS Groundwater Monitoring and California Statewide Groundwater Elevation Monitoring (CASGEM) Program: Consulting engineering services for the Joint Funding Agreement with the USGS for groundwater monitoring within the Antelope Valley, which includes the collection of data to comply with the CASGEM Program. Shared expense is 50% AVSWCA, 25% A.V. Watermaster, and 25% A.V. Regional Water Management Group.
- Contract Services – Antelope Valley Integrated Regional Water Management Plan (AVIRWMP): Consulting engineering services for work related to the AVIRWMP on behalf of the Regional Water Management Team of the AVIRWMP.

August 6, 2019

- Contract Services – Big Rock Creek Joint Groundwater Recharge Program: Consulting engineering services for work related to the Big Rock Creek Joint Groundwater Recharge Program.

The AVSWCA's share of the USGS Groundwater Monitoring Program is estimated at \$64,900.00 and will be split as outlined above with the AVSWCA's portion being \$32,450.00 (50% share) in order to make the AVSWCA whole on the commitments with the USGS for the 2018/19 Agreement executed in April 2019. The A.V. Watermaster and AVIRWMP group will be invoiced when the Association's member agencies are invoiced. Based on current policy to use State Water Project Table "A" percentages to determine the split among the member agencies, the \$32,450.00 will be split and billed as follows:

AVEK:	\$27,810.00 (85.7%)
PWD:	4,186.00 (12.9%)
LCID:	<u>454.00 (1.4%)</u>
TOTAL:	\$32,450.00

Based on General Operating Fund contributions and contributions for the USGS Program, the total amount each member agency must commit if the attached 2019/2020 AVSWCA Budget is approved is as follows:

- The total contribution for AVEK in 2019/20: \$53,236.00
- The total contribution for PWD in 2019/20: \$16,508.00
- The total contribution for LCID in 2019/20: \$10,706.00

Strategic Plan Initiative:

The District's involvement in the AVSWCA is part of Strategic Initiative No. 5 – Regional Leadership

Supporting Documents:

- Resolution No. 19-12
- AVSWCA 2019/20 Budget

RESOLUTION NO. 19-12

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE PALMDALE WATER DISTRICT
APPROVING ANTELOPE VALLEY
STATE WATER CONTRACTORS ASSOCIATION
BUDGET FOR FISCAL YEAR 2019/2020**

WHEREAS, the Palmdale Water District, along with the Antelope Valley-East Kern Water Agency and the Littlerock Creek Irrigation District, is a member agency of the Antelope Valley State Water Contractors Association formed by a Joint Powers Agreement dated May 26, 1999; and

WHEREAS, said Joint Powers Agreement provides for the formulation and adoption of a budget for the Antelope Valley State Water Contractors Association and approval of said budget by its members; and

WHEREAS, the Antelope Valley State Water Contractors Association unanimously adopted a budget for fiscal year 2019/20 at their regular meeting held July 11, 2019 which included an allocation among the member agencies.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Palmdale Water District hereby approves the 2019/20 budget and allocation of budgeted funds adopted by the Antelope Valley State Water Contractors Association.

I certify that this is a true copy of Resolution No. 19-12 as passed by the Board of Directors of the Palmdale Water District at its meeting held August 12, 2019 in Palmdale, California.

Date: August 12, 2019

Vincent Dino, President,
Board of Directors

ATTEST:

Don Wilson, Secretary, Board of Directors

APPROVED AS TO FORM:

BY: _____
Aleshire & Wynder, LLP, General Counsel

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

Proposed Budget - FY 2019/20

General Program Funds

	FY 2015/16 ACTUAL	FY 2016/17 ACTUAL	FY 2017/18 ACTUAL	FY 2018/19 ADOPTED BUDGET	FY 2018/19 PROJECTED YTD	FY 2019/20 PROPOSED BUDGET
Revenues:						
Member Contributions - General	\$ 24,000.00	\$ 64,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00
Member Contributions - AV Fair/Home & Garden Show					47,412.50	18,000.00
Interest Earnings	50.00	11.66	27.04	30.00	197.50	75.00
Revenue - Refund/Misc		5.00	-		-	
Total Revenue	<u>\$ 24,050.00</u>	<u>\$ 64,016.66</u>	<u>\$ 30,027.04</u>	<u>\$ 30,030.00</u>	<u>\$ 77,610.00</u>	<u>\$ 48,075.00</u>
Expenditures:						
Insurance (ACWA/JPIA)	\$ 2,182.92	\$ 2,183.10	\$ 2,182.98	\$ 2,350.00	\$ 2,183.00	\$ 2,350.00
Memberships (ACWA)	2,385.22	2,510.00	2,635.00	2,825.00	3,165.00	3,500.00
Outreach (Web Site, Community Activities)	4,231.63	30,257.79	5,187.40	5,000.00	2,837.80	5,000.00
Miscellaneous (Bank Fees, Refreshments, Etc.)	75.00	-	-	500.00	-	500.00
Contract Services - Administration	13,712.77	17,046.49	13,413.28	15,000.00	17,572.37	15,000.00
Contract Services - General Projects	-	-	-	-		
(A.V. Fair - Conservation Garden)					25,000.00	5,000.00
(Home & Garden Show/WaterSmart Expo)					12,412.50	13,000.00
Contract Services - Financial Audit	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	2,500.00
Total Expenditures	<u>\$ 24,587.54</u>	<u>\$ 53,997.38</u>	<u>\$ 25,418.66</u>	<u>\$ 27,675.00</u>	<u>\$ 65,170.67</u>	<u>\$ 46,850.00</u>
Net Income (Loss)	<u>\$ (537.54)</u>	<u>\$ 10,019.28</u>	<u>\$ 4,608.38</u>	<u>\$ 2,355.00</u>	<u>\$ 12,439.33</u>	<u>\$ 1,225.00</u>
				Member Contribution (General):		10,000.00
Additional Expenditures				AVEK Contribution =		\$ 15,426.00
				PWD Contribution =		2,322.00
				LCID Contribution =		252.00
				Secondary Member Contribution (Table A basis):		<u>\$ 18,000.00</u>

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

Proposed Budget - FY 2019/20

Restricted Funds - USGS/CASGEM Program

	FY 2015/16 ACTUAL	FY 2016/17 ACTUAL	FY 2017/18 ACTUAL	FY 2018/19 ADOPTED BUDGET	FY 2018/19 YTD	FY 2019/20 PROPOSED BUDGET
Revenues:						
Member Contributions - USGS	\$ 90,050.00	\$ 31,000.00	\$ 61,100.00	\$ 31,800.00	\$ 31,800.00	\$ 32,450.00
Contributions - Others (AVIRWMG/AV Watermaster)	-	-	15,900.00	31,800.00	15,900.00	32,450.00
Member Contributions - CASGEM	-	-	-	-	-	-
Total Revenue	<u>\$ 90,050.00</u>	<u>\$ 31,000.00</u>	<u>\$ 77,000.00</u>	<u>\$ 63,600.00</u>	<u>\$ 47,700.00</u>	<u>\$ 64,900.00</u>
Expenditures:						
Contract Services - USGS	\$ 69,483.33	\$ 50,283.33	\$ 52,166.66	\$ 31,800.00	\$ -	\$ 64,900.00
Contract Services - USGS (Prior Year)	-	-	-	-	-	-
Contract Services - USGS (New Year)					31,800.00	
Contract Services - CASGEM	-	-	-	-	-	-
Total Expenditures	<u>\$ 69,483.33</u>	<u>\$ 50,283.33</u>	<u>\$ 52,166.66</u>	<u>\$ 31,800.00</u>	<u>\$ 31,800.00</u>	<u>\$ 64,900.00</u>
Net Income (Loss)	<u>\$ 20,566.67</u>	<u>\$ (19,283.33)</u>	<u>\$ 24,833.34</u>	<u>\$ 31,800.00</u>	<u>\$ 15,900.00</u>	<u>\$ -</u>
				AVEK Contribution =		\$ 27,810.00
				PWD Contribution =		4,186.00
				LCID Contribution =		454.00
						<u>\$ 32,450.00</u>

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

Proposed Budget - FY 2019/20

AVSWCA				Verified					
Portion	USGS Portion	Program Total	Check No.		Check Date	Check Amt	Coverage Period	Billing Information	
2008/09 Agreement	55,200.00	34,400.00	89,600.00	X	1156	06/11/2009	27,600.00	11/01/08-04/30/09	Inv# 9-9677-09216
2009/10 Agreement	56,750.00	35,350.00	92,100.00	X	1168	09/10/2009	13,800.00	05/01-07/31/09	Inv# 9-9677-09344
2010/11 Agreement	57,050.00	35,500.00	92,550.00	X	1180	01/21/2010	13,800.00	08/01-10/31/09	Inv.#0-9677-0091
2011/12 Agreement	54,500.00	37,300.00	91,800.00	X	1184	03/11/2010	14,190.00	11/01/09-01/31/10	Req# 0-9677-DPR168
2012/13 Agreement	56,050.00	28,150.00	84,200.00	X	1194	06/17/2010	14,185.00	02/01-04/30/10	Req# 0-9677-DPR261
2013/14 Agreement	89,300.00	36,950.00	126,250.00	X	1205	09/09/2010	14,190.00	05/01-07/31/10	Req# 0-9677-DPR364
2014/15 Agreement	90,050.00	37,350.00	127,400.00	X	1218	03/10/2011	14,185.00	08/01-10/31/10	Inv# 90020569
2015/16 Agreement	59,200.00	29,750.00	88,950.00	X	1221	04/20/2011	14,262.50	11/1/10-01/31/11	Inv# 90025904
2016/17 Agreement	61,100.00	30,700.00	91,800.00	X	1227	05/19/2011	14,262.50	02/01-04/30/11	Inv# 90030552
2017/18 Agreement	63,600.00	31,950.00	95,550.00	X	1238	08/18/2011	14,262.50	05/01-07/31/11	Inv# 90036980
2018/19 Agreement	64,900.00	32,600.00	97,500.00	X	1265	03/15/2012	14,262.50	08/01-10/31/11	Inv# 90046446
	707,700.00	370,000.00	1,077,700.00		1269	06/28/2012	27,250.00	11/01/11-04/30/12	Inv# 90086727
Tie-Out for Remaining:	64,900.00				1276	09/20/2012	13,625.00	05/01-07/31/12	Inv# 90104941
					1286	05/17/2013	13,625.00	08/01-10/31/12	Inv# 90135018
CASGEM Agreement (RMC)	7,750.00			X	1289	08/15/2013	28,025.00	11/01/12-04/30/13	Inv# 90170826
Tie-Out for Remaining:	5,645.50				1300	01/23/2014	14,012.50	08/01-10/31/13	Inv# 90209030
					1307	04/29/2014	14,012.50	05/01-07/31/13	Inv# 90183705
					1310	05/29/2014	34,025.00	11/01/13-04/30/14	Inv# 90254745
Lifetime Program Costs:	715,450.00				1327	01/08/2015	55,275.00	JFA Q3 &Q4 2014	Inv# 90316741
					1352	01/21/2016	90,050.00	JFA 11/01/14-10/31/15	Inv# 90414177
					1376	12/21/2016	29,600.00	JFA 11/01/15-04/30/16	Inv# 90446414
					1376	12/21/2016	14,800.00	JFA 05/01/16-07/31/16	Inv# 90458282
					1014	08/03/2017	15,275.00	JFA 05/01/17-07/31/17	Inv# 90552056
					1036	11/14/2017	30,550.00	JFA 11/01/16-04/30/17	Inv# 90534888
					1040	12/14/2017	14,800.00	JFA 08/01/16-10/31/16	Inv# 90497660
					1052	04/12/2018	15,275.00	JFA 08/01/17-10/31/17	Inv# 90589898
					1065	09/13/2018	31,800.00	JFA 11/01/17-04/30/18	Inv# 90634201
					1065	09/13/2018	15,900.00	JFA 05/01/18-07/31/18	Inv# 90652690
					1083	01/24/2019	15,900.00	JFA 08/01/18-10/31/18	Inv# 90691957
							642,800.00		
					1291	08/22/2013	2,104.50	CASGEM (RMC)	Inv# 16105

ANTELOPE VALLEY STATE WATER CONTRACTORS ASSOCIATION

Proposed Budget - FY 2019/20

Restricted Funds - Big Rock Creek Groundwater Recharge Project

	FY 2018/19 PROPOSED BUDGET	FY 2018/19 PROJECTED	FY 2019/20 PROPOSED BUDGET
Revenues:			
Member Contributions - Big Rock Creek	\$ 236,951.00	\$ 236,951.00	\$ -
Contributions - Others	-	-	-
Total Revenue	\$ 236,951.00	\$ 236,951.00	\$ -
Expenditures:			
Contract Services - Big Rock Creek	\$ 236,951.00	\$ 53,459.63	\$ 183,491.37
W.M. Lyles Invoice (LCID Submitted)		6,945.55	
Total Expenditures	\$ 236,951.00	\$ 60,405.18	\$ 183,491.37
Net Income (Loss)	\$ -	\$ 176,545.82	\$ (183,491.37)
AVEK Contribution =	\$ 115,975.50		
PWD Contribution =	115,975.50		
LCID Contribution =	5,000.00		
	\$ 236,951.00		

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 7, 2019 **August 12, 2019**
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, 2019 THROUGH JUNE 30, 2019, (FINANCE MANAGER WILLIAMS)***

Recommendation:

Staff recommends the Board receive and file the Semi-Annual Employee Reimbursement Report for the period covering January 1, 2019 through June 30, 2019.

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 semiannual 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, 2019 through June 30, 2019.

PALMDALE WATER DISTRICT
Semi-Annual Employee Reimbursement Report
Period Covering January 1, 2019 through June 30, 2019

Employee ID	Employee Name	Pay Date	Item Description	Amount
1405	Barry Fear	01/23/19	Riembursement for Work Boots	164.24
1650	Clay Gibbons	01/23/19	Riembursement for Work Boots	104.01
4005	Maria Avelar	01/23/19	Travel Expenses	227.94
4005	Maria Avelar	01/23/19	Educational Reimbursement	499.00
4042	Bennett Yates	02/06/19	Educational Reimbursement	3,000.00
2955	Peter Thompson Jr	02/06/19	Travel Expenses	197.29
2955	Peter Thompson Jr	02/06/19	Travel Expenses	394.58
4018	Jennifer Emery	02/20/19	Reimbursement from Raffle	249.97
2955	Peter Thompson Jr	03/06/19	Travel Expenses	419.92
1780	Dennis Hoffmeyer	03/20/19	Educational Reimbursement	3,000.00
4018	Jennifer Emery	04/03/19	Travel Expenses	136.18
1570	Tony Espinoza Sr	04/17/19	Riembursement for Work Boots	175.00
1210	Curtis Cobb	04/17/19	Travel Expenses	453.60
4029	Laura Gallegos	05/01/19	Travel Expenses	134.56
4044	Curtis Anderson	05/01/19	Travel Expenses	132.32
4047	Claudia Bolanos	05/15/19	Travel Expenses	452.40
2100	Dennis LaMoreaux	05/15/19	Travel Expenses	191.14
4029	Laura Gallegos	05/29/19	Educational Reimbursement	3,000.00
2955	Peter Thompson Jr	06/12/19	Travel Expenses	419.92
2100	Dennis LaMoreaux	06/12/19	Travel Expenses	305.32
1778	Gloria Barragan	06/12/19	Educational Reimbursement	120.00
4018	Jennifer Emery	06/12/19	Travel Expenses	198.13
3211	Michael Williams	06/12/19	Travel Expenses	262.65
1395	Loren Dykes	06/12/19	Riembursement for Work Boots	120.44
4029	Laura Gallegos	06/12/19	Travel Expenses	113.91
1720	Richard Heinonen	06/12/19	Travel Expenses	273.68
2235	John Mendenhall	06/26/19	Riembursement for Work Boots	162.04
				<u>14,908.24</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 6, 2019 **August 12, 2019**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 6.5 – APPROVE ABSENCE OF DIRECTOR ALVARADO FROM JULY 22, 2019 REGULAR BOARD MEETING DUE TO VACATION. (GENERAL COUNSEL DUNN)***

Director Alvarado was absent from the July 22, 2019 Regular Board Meeting. Agenda Item No. 6.4 has been placed on the Consent Calendar to excuse this absence pursuant to Section 4.07.2 of the District's Rules and Regulations which states, "The Board shall excuse absences by approving such absences pursuant to the Consent Calendar at the next regular Board meeting."

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 6, 2019 **August 12, 2019**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.1 – CONSIDERATION AND POSSIBLE ACTION
ON SETTING PALMDALE WATER DISTRICT’S ASSESSMENT RATES
FOR FISCAL YEAR 2019-2020 AND ADOPTION OF RESOLUTION NO.
19-13 REGARDIING SAID RATES. (FINANCE MANAGER WILLIAMS)***

A written report for this item will be presented at the Board meeting as the information to prepare the assessment rates will not be available until August 9, 2019.

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 6, 2019 **August 12, 2019**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.2 – CONSIDERATION AND POSSIBLE ACTION
ON 2020-2021 ASSOCIATION OF CALIFORNIA WATER AGENCIES
(ACWA) REGION 8 BOARD ELECTION. (NO BUDGET IMPACT –
GENERAL MANAGER LaMOREAUX)***

The ACWA Region 8 Board ballot for the 2020-2021 term is attached for consideration. The ballot includes the Region 8 Nominating Committee's recommended slate as well as individual candidates running for the Region 8 Board.

Region 8 Board members represent issues, concerns, and needs of our region. In addition, the Region 8 Chair and Vice Chair will serve on ACWA's Board of Directors for the two-year term beginning January 1, 2020, the newly elected Chair and Vice Chair will make the Region 8 Committee appointment recommendations to the ACWA President for the 2020-2021 term, and the Chair or Vice Chair will sit on the ACWA Finance Committee.

The District is asked to either vote for the recommended slate or cast its vote for individuals for Region 8 Chair, Vice Chair, and a maximum of five Board members. The ballot must be returned by September 30, 2019.

Supporting Documents:

- Region 8 Board Ballot

OFFICIAL REGION 8 Board Ballot

2020-2021
TERM



**Please return completed
ballot by September 30, 2019**

E-mail: regionelections@acwa.com

Mail: ACWA

910 K Street, Suite 100
Sacramento, CA 95814

General Voting Instructions:

1 You may either vote for the slate recommended by the Region 8 Nominating Committee or vote for individual region board members (please note rules & regulations for specific qualifications). Mark the appropriate box to indicate your decision.

2 Complete your agency information. The authorized representative is determined by your agency in accordance with your agency's policies and procedures.

Region 8 Rules & Regulations:

At least one of the chair or vice chair positions must be an elected / appointed director from a member agency.

1

Nominating Committee's Recommended Slate

☐ I concur with the Region 8 Nominating Committee's recommended slate below.

CHAIR:

- **Steve Blois**, Board Member, Calleguas Municipal Water District

VICE CHAIR:

- **Gloria Gray**, Vice President, West Basin Municipal Water District

BOARD MEMBERS:

- **Brian Bowcock**, Director, Three Valleys Municipal Water District
- **Anselmo Collins**, Director of Water Operations, City of Los Angeles Dept. of Water & Power
- **William Cooper**, Board President, Santa Clarita Valley Water Agency
- **Anthony R. Fellow**, Board Member, Upper San Gabriel Valley Municipal Water District
- **Leonard E. Polan**, Director, Las Virgenes Municipal Water District

OR

Individual Board Candidate Nominations

(See Rules & Regulations before selecting)

☐ I do not concur with the Region 8 Nominating Committee's recommended slate. I will vote for individual candidates below as indicated.

CANDIDATES FOR CHAIR: (CHOOSE ONE)

- ☐ **Steve Blois**, Board Member, Calleguas Municipal Water District

CANDIDATES FOR VICE CHAIR: (CHOOSE ONE)

- ☐ **William Cooper**, Board President, Santa Clarita Valley Water Agency
- ☐ **Anthony R. Fellow**, Board Member, Upper San Gabriel Valley Municipal Water District
- ☐ **Gloria Gray**, Board Director, West Basin Municipal Water District
- ☐ **Leonard E. Polan**, Director, Las Virgenes Municipal Water District

CANDIDATES FOR BOARD MEMBERS: (MAX OF 5 CHOICES)

- ☐ **Brian Bowcock**, Director, Three Valleys Municipal Water District
- ☐ **Anselmo Collins**, Director of Water Operations, City of Los Angeles Dept. of Water & Power
- ☐ **William Cooper**, Board President, Santa Clarita Valley Water Agency
- ☐ **Anthony R. Fellow**, Board Member, Upper San Gabriel Valley Municipal Water District
- ☐ **Leonard E. Polan**, Director, Las Virgenes Municipal Water District

2

AGENCY NAME

AUTHORIZED REPRESENTATIVE

DATE

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 6, 2019 **August 12, 2019**
TO: BOARD OF DIRECTORS **Board Meeting**
FROM: Ms. Judy Shay, Public Affairs Director
VIA: Mr. Dennis D. LaMoreaux, General Manager
RE: ***AGENDA ITEM NO. 7.3 – CONSIDERATION AND POSSIBLE ACTION TO
CREATE AN AD-HOC COMMITTEE FOR WORKING WITH LAS VIRGENES
MUNICIPAL WATER DISTRICT ON A JOINT EVENT. (NO BUDGET IMPACT
– PUBLIC AFFAIRS DIRECTOR SHAY)***

Recommendation:

Staff recommends that a Board Ad-Hoc Committee be appointed to review the feasibility of joint events with Las Virgenes Municipal Water District.

Alternative Options:

The Board can choose to not appoint an Ad Hoc Committee.

Impact of Taking No Action:

There is no impact from taking no action on this item.

Background:

The Las Virgenes Municipal Water District provides potable water, wastewater treatment, recycled water and biosolids composting to approximately 75,000 residents in the cities of Agoura Hills, Calabasas, Hidden Hills, Westlake Village, and unincorporated areas of western Los Angeles County.

The District's former Public Affairs Director now works at Las Virgenes Municipal Water District, and it was recommended that the two agencies sponsor a joint Water Summit. This event had been planned for October 2, 2019 in Valencia, but due to time, staffing and budget constraints, this event has since been postponed indefinitely.

A Board Ad-Hoc Committee to meet with preferably a Board Ad-Hoc Committee from Las Virgenes Municipal Water District is recommended for discussion on the feasibility of conducting joint events as there is quite a distance between the two agencies and commonalities between the two agencies are very limited.

The Palmdale Water District is now planning a local event, the Greater Antelope Valley Water Emergency Coalition, with the City of Palmdale, the City of Lancaster, and AVEK.

Strategic Plan Initiative/Mission Statement:

This item is under Strategic Initiative No. 5 – Regional Leadership.

This item directly relates (does not relate) to the District's Mission Statement.

Budget:

There is no budget impact from this item.



AGENDA ITEM NO. 7.4
Hotel and Travel
Accommodations

Event Name/Date:

ACWA Region 8 Legislative Forum/September 20, 2019

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

Rooms and rates are subject to availability. Complete and submit this form as soon as possible to guarantee a room at the host hotel. In the event that the host hotel is booked, every effort will be made to secure a room at the closest hotel within comparable rates to the event discounted rate.

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

UPCOMING REGION EVENTS

GET UPDATED EVENT
INFO & REGISTRATION

Registration Open!



ACWA Region 8 Legislative Forum:

September 20, 2019

Online Registration Deadline: September 13, 2019

ACWA Region 8 is hosting a program to highlight key State and Federal legislative issues. The event will feature a panel of ACWA Region 8 elected representatives who will provide a legislative update as well as take questions from attendees.

Representatives of the ACWA Region 8 State Legislative Committee and Federal Affairs Committee will be on hand to provide a recap of the legislative year. The program will also include a presentation from the Las Virgenes Municipal Water District on the recent Woolsey Fire recovery efforts. Breakfast and Lunch will be provided.

Preliminary agenda available soon.

Questions?

Contact Senior Regional Affairs Representative Michael Cervantes at michaelc@acwa.com or (916) 441-4545.

REGISTER NOW

ACWA Region 8 Legislative Forum

-
- Southern California

WHEN

September 20
10:00 am – 2:00 pm

LOCATION

Brookside Golf Club 1133 Rosemont Avenue, Pasadena, CA 91103

[Get Directions](#)

ACCOMMODATIONS

*Courtyard by Marriott Los Angeles Pasadena/Old Town
180 N Fair Oaks Ave,
Pasadena, CA 91103
(626) 403-7600
Starting rate at \$180 + tax.
COST \$50.00*

Member Pre-Registration Fee

\$75.00

Non-Member Pre-Registration Fee

DEADLINE

September 13, 2019

[REGISTER NOW](#)

ACWA Region 8 is hosting a program to highlight key State and Federal legislative issues. The event will feature a panel of ACWA Region 8 elected representatives who will provide a legislative update as well as take questions from attendees. Representatives of the ACWA Region 8 State Legislative Committee and Federal Affairs Committee will be on hand to provide a recap of the legislative year. The program will also include a presentation from the Las Virgenes Municipal Water District on the recent Woolsey Fire recovery efforts. Breakfast and Lunch will be provided. Preliminary agenda coming soon.

Registration available July 22, 2019



Hotel and Travel Accommodations

Event Name/Date:

California Emergency Services Association (CESA)/October 21 - 24, 2019

CONTACT INFORMATION

First Name

Last Name

Date

ACCOMMODATION INFORMATION

Rooms and rates are subject to availability. Complete and submit this form as soon as possible to guarantee a room at the host hotel. In the event that the host hotel is booked, every effort will be made to secure a room at the closest hotel within comparable rates to the event discounted rate.

Arrival Date

Departure Date

No. of guests

Room Type

Do you require a smoking room?

☐ Yes ☐ No

Do you need transportation from the airport to the hotel?

☐ Yes ☐ No

Flight Number

Time

ADDITIONAL INFORMATION/REQUESTS

Staff Representative

CONFERENCE AGENDA



CESA 2019 ANNUAL TRAINING & CONFERENCE

OCTOBER 21-24, 2019

DOUBLETREE BY HILTON SONOMA WINE COUNTRY

MONDAY, OCTOBER 21, 2019

8:30am – 5:00pm
Preconference Training

TUESDAY, OCTOBER 22, 2019

7:30 am – 8:30 am

Breakfast

7:30 am – 5:30 pm

Exhibits Open

8:30 am – 9:00 am

Opening Ceremonies & Welcome

9:00 am – 10:30 am

Keynote

Speaker:

Craig Fugate, Former Director of the Florida Division of
Emergency Management

10:30 am – 11:00 am

Break in Exhibit Hall

11:00 am – 12:30 pm

Lunch

12:30 pm – 1:00 pm

Dessert in Exhibit Hall

1:00 pm – 2:15 pm

Sessions

UAV Drone Next Gen Overview for Emergency

Speaker:

Don Silverek, Master Exercise Practitioner, Certified Emergency
Management Specialist - State of CA, Private Pilot, UAV Part 107
Pilot, and Credentialed State of CA Instructor

This presentation will describe the types of unmanned aerial
platforms available from DJI, Yuneec and specialty manufacturers
according to payload, camera, and sensor options, and costs.
Attendees will see examples on the screen of mapping,
inspections, and real-time observation data gathering. The
program will conclude with an overview of Federal requirements
to obtain a Federal Aviation Administration Part 107 UAS
Remote Pilots License along with a brief review of 2019 Federal
requirements to operate a drone in the National Airspace. There
will be two UAVs on display - a large six rotor Yuneec H520
Public Safety drone and smaller compact DJI Mavic 2 Pro drone.

At the completion of this session the attendee may be able to:

- Possess a clearer understanding of drone types and cost.
- Understand camera, video and sensor options.
- Learn the many use options of unmanned aerial vehicles.
- Understand the Federal requirements regarding use of UAVs
in National Airspace.

***California For All Emergency Preparedness
Campaign Overview and Update***

Governor Newsom's California For All Emergency Preparedness
Campaign is a new effort to boost disaster preparedness
by connecting over one million of the most vulnerable
Californians to culturally and linguistically competent support.
To ensure success, the campaign empowers and engages local
communities on emergency preparedness to support California's
diverse and vulnerable populations, which can be described by
social vulnerability factors including social isolation, poverty,
language barriers, and other access and functional needs
challenges. The \$50 million effort will invest directly in targeted

regions and communities to help transform and improve how Californians get prepared. This session will give a detailed overview of the campaign and an update on the progress.

Speakers:

Karen Baker, Chief Service Officer, State of California.

Justin Knighten, Director of Strategic Communications and External Affairs, California Volunteers

How Not to Get Burned

There is an increasing use of Incident Management Teams overall in California and in non-fire incidents. This session will explain what is an IMT, the types on IMTs out there and available, how to best integrate IMTs with your EOC in wildfire and non-wildfire events, what resources they bring with them, what the IMT will do and not do, watching out for the repopulation trip falls, and how to work with teams when you are getting no for an answer.

Speakers:

Zachary Hamill, Emergency Coordinator, Sonoma County Department of Emergency Management

TBD

An Emergency Notification Flowchart - Avoiding the Dreaded Lock up

Emergency Managers confronted with an immediate “no-notice” evacuation scenario face a multitude of tasks, most time sensitive. How do they complete one of the most important tasks, evacuation notifications, when everybody wants a piece of their time and needs their attention? Having a well thought out pre-event emergency messaging program, coupled with an emergency notification flowchart defining messages channels and responsibilities, goes a long way towards simplifying the process. Nowhere is this truer than in small jurisdictions where emergency response personnel often wear multiple hats all at the same time.

At the end of this session, attendees may be able to:

- Write an effective emergency evacuation notification message for multiple notification channels
- Understand the need for multiple notification channels to reduce milling time and encourage protective action initiation by message recipients
- Develop an Emergency Notification Flowchart for their jurisdiction to reduce warning delays during “no-notice” immediate evacuation incidents

Speaker:

Robert Womack - Emergency Services Coordinator, Town of Truckee

2:15 pm – 2:30 pm

Break in Exhibit Hall

2:30 pm – 3:45 pm

Sessions

CESA Emergency Management Mentoring Program (EMMP) - Leaders of Today Building Leaders of Tomorrow

This session is designed to introduce aspiring Emergency Management professionals, senior Emergency Management professionals, and CESA Chapter Board Members to the newly developed CESA Emergency Management Mentoring Program

(EMMP). Discussions will focus on the EMMP program purpose, eligibility, structure, participant resources, and the application process. A great session designed for CESA Chapter Leaders, Senior EMs interested in providing mentoring and aspiring or junior EMs interested in being mentored.

Facilitator:

Brentt Blaser, Emergency Services Officer, Napa County Office of Emergency Services

The Evolving Landscape of Emergency Management as a Result of Climate Change

A look at how the world, the U.S., and the emergency management enterprise may change in 30 years as a result of current environmental/weather patterns. The session will not only explore the impact on and risks to our communities and country but will examine the emergency management policies and changes that we need to begin rethinking and expecting now.

At the completion of this session, the attendee may be able to:

- Anticipate the potential changes to the discipline of emergency management as a result of climate change
- Understand the key factors used to measure climate change trends
- Understand the dynamic influences and results of climate change
- Understand critical and recommended actions that emergency management practitioners should be taking now to be better postured for the future
- Have a stronger understanding of the changing nature of the relationship between the National Weather Service and the Emergency Management enterprise
- Have a stronger narrative for how emergency managers impact climate defense, resilience, and sustainability

Understand Emergency Management’s role in the development of local Sustainability Master Plans.

Speakers:

Brian Garcia, Warning Coordination Meteorologist (WCM), National Weather Service (NWS), San Francisco Bay Area

David S. Flamm, CEM, Deputy Director, Santa Clara County Office of Emergency Management

Early Wildfire Detection and Notification

Recognizing that the new normal of fire behavior in California is defined by fires of such size and intensity that they will exceed the ability of available resources to suppress them, MOFD has developed and fielded a comprehensive Wildfire Information Processor to autonomously develop situational awareness tools and evacuation recommendations in near real time. Unlike current practices that rely on the availability of trained personnel, WIP leverages advanced modeling and simulation integrated to fire detecting sensors to provide a deterministic and intuitive common operating picture. This system was initially tested as a concept during live fire burns in October 2018 with a (15) sensor field and additional testing is currently being carried out with a (200) sensor field in North Orinda. The system integrates early fire detection sensors, fire validation via HD cameras and/or drones, automated fire spread modeling using real time weather, and pre-established evacuation polygons to make informed and timely evacuation recommendations. The project’s goal is to produce a deterministic system to organize stochastic events in order to simplify dynamic circumstances and reduce the reliance on trained human emergency manager’s ability to process fast moving events with incomplete information.

Speaker:

Dave Winnacker, Fire Chief, Moraga-Orinda Fire District

Voluntary Organizations Active in Disaster (VOAD): Building strong disaster-resilient communities through collaboration with non-profit, faith-based and government partners

Who's doing what? Where and how do local governments and emergency managers connect with non-government and faith-based organizations? What can be done to make things run smoothly when disaster strikes? Learn how your agency can connect with volunteer and faith-based organizations to come together as a team and support the community following disaster.

California's recent wildfires have shown that community disaster resiliency, relief, and recovery efforts are more effective when a Voluntary Organization Active in Disaster (VOAD) is in place before a disaster. A VOAD is part of the national network of organizations that mitigate and alleviate the impact of disasters. Using the "Four Cs": Cooperation, Coordination, Communication and Collaboration, a VOAD provides a forum for fostering more effective and efficient response, relief and recovery to communities impacted by a disaster.

An important partner in emergency management and part of the "whole community" during the phases of disaster, VOAD member organizations are ready to respond with resources, volunteers and coordination of services to those who need assistance during and many years after a disaster. This is an opportunity to connect with local and regional VOAD partners.

At the completion of this session, the attendee may be able to:

- Learn best practices for coordinating with their local

non-profit and faith-based partners and understand how government and VOAD members operate at state and local levels

- Learn how VOAD members can help your community foster a VOAD collaboration if one is not in place and how to develop disaster MOUs with key voluntary partners
- Understand how VOAD members work with local government partners to practice and prepare for disasters through exercises, trainings and sharing of information

Speakers:

Dawn Dwyer, State Mass Care Coordinator, California Southern Baptist Disaster Relief

Valeri Mihanovich, Vice President, NorCal VOAD and Director, The Regional Center for Volunteerism-HandsOn Sacramento

Lynn Pesely, President, Sacramento Region VOAD and Coordinator, Sacramento Medical Reserve Corps

3:35 pm – 4:15 pm

Break in Exhibit Area

4:15 pm – 4:45 pm

Chapter Meetings

4:45 pm – 5:30 pm

Joint Chapter & Committee Meeting

W E D N E S D A Y , O C T O B E R 2 3 , 2 0 1 9

6:00 am

Yoga

7:30 am – 8:30 am

Breakfast

7:30 am – 3:30 pm

Exhibits Open

8:30 am – 9:45 am

Sessions

Building the Profession of Emergency Management

For the past several years, as the profession of emergency management has been evolving, there has been a growing

interest in the need for more formalized training for emergency managers. With increasing numbers of academic degree programs for emergency management, and the rise in the number of professionals seeking emergency management as a first career choice, managing the next generation of Emergency Managers may become challenging. This session summarizes the existing educational opportunities and identifies the gaps in the current opportunities in hazards and emergency management education.

At the completion of this session, attendees may be able to:

- Have an understanding of the direction that the profession of emergency management is trending,
- Learn how to manage the next generation of emergency managers
- See how to effectively increase their knowledge in the field of emergency management.

Speaker:

Todd DeVoe

Electric Utility Emergency Planning 101

This session will describe the evolution of emergency planning

in CA's Investor Owned Utilities (SCE and SDG&E) and include: History of emergency planning in IOU's, -Organizational Frameworks for emergency planning and the differences between the public and the private sector in those frameworks, IOU's best practices model for coordination with local agencies

At the completion of this session the attendee may be able to:

- Understand the evolution of emergency planning in Investor Owned Utility's (IOU's)
- Become familiar with the role of CPUC regulation and compliance in emergency planning and the frameworks IOU's use for emergency planning
- Understand how to interact with your IOU before, during and after an emergency

Speakers:

Breanna Medina, Senior Advisor

Mona Freels, Senior Emergency Planning and Policy Advisor

Inclusive Approach to Local Hazard Mitigation Planning in your Operational Area

This session is a description of the approach taken by the Marin County Sheriff's Office of Emergency Services to include all of the municipalities within their Operational Area (OA) as partners in the Local Hazard Mitigation Plan (LHMP) development and update process in the OA. The presenters will follow the description with an overview of the tools and processes utilized to encourage participation in, and ultimately realize, a true Multi-jurisdictional LHMP. The session will conclude with a brief Q&A opportunity for attendees.

At the completion of this session the attendee may be able to:

- Identify key steps in developing and maintaining a Multi-jurisdictional Local Hazard Mitigation Plan (LHMP), and how to represent those steps in a timeline
- Access planning tools and process descriptions recommended for successful Multi-jurisdictional LHMP development and maintenance
- Identify common pitfalls in Multi-jurisdictional LHMP development and maintenance efforts

Speakers:

Tom Jordan, Emergency Services Coordinator, Office of Emergency Services, Marin County Sheriff's Office

Hannah Lee, Senior Civil Engineer, County of Marin

TBD: CalOES or FEMA LHMP Staff

9:45 am – 10:00 am

Break in Exhibit Hall

10:00 am – 11:00 am

Sessions

Implementing the NDRF at the State Level: Lessons Learned from the 2018 California Wildfire Recovery (DR-4407)

The National Disaster Recovery Framework (NDRF) has become a key framework for guiding disaster recovery operations at the local and state level. Governments across the country are working to develop pre-disaster recovery plans that identify recovery organizations that can coordinate with the federal structure as they all work to implement the framework, including considerations for establishing Recovery Support Functions (RSFs). The California Governor's Office of Emergency Services

(Cal OES) developed the California Disaster Recovery Framework (CDRF) and supporting RSF guidance to identify how state recovery would operate in alignment with the NDRF. California stood up the six RSFs to provide support to the communities impacted by the Camp Fire for long term recovery technical assistance and operations. This conference breakout session will convene representatives from Cal OES, the Federal Emergency Management Agency (FEMA), and Hagerty Consulting to review the lessons learned through California's recent disaster recovery operation and convey best practices in pre-disaster recovery planning and post-disaster recovery planning and operations to session participants. We will discuss how to:

- Leverage pre-disaster recovery plans to inform post-disaster recovery operational structures,
- Coordinate with the federal NDRF structure and federal recovery assistance programs,
- Develop relationships with the communities to identify needs and recovery solutions outside of the standard FEMA programs, and
- Educate partners to increase their involvement in long-term recovery.

Speakers:

Hope Winship, Senior Managing Associate, Hagerty Consulting

Tina Walker, Acting Assistant Director of Recovery, California Governor's Office of Emergency Services

Pounh Simpson, Recovery Coordination Group Supervisor, California Governor's Office of Emergency Services

Effectively Utilizing the Latest Mechanisms for Public Alert & Warning in the Time of Epic Wildfires & Public Safety Power Shutoffs

This session will explore the changes in public alert & warning which have taken place over the next year, detail innovative use of a mature mechanism, and update the attendees on the broad & often confusing array of methods available to emergency management for alerting the public in times of massive wildfires & other incidents which threaten lives & property. Attendees will also hear a new approach being used in the SF Bay Area which alerts adjacent OAs when there's a major incident will also be described. This provides significantly improved situational awareness across the 12 county, 8.8M resident region which uses alerting systems from several vendors.

At the completion of this session the attendee may be able to:

- Have a solid understanding of many changes in public alert & warning over the past year
- Have a comprehensive understanding of the array of alert & warning mechanisms, what their strengths & weaknesses are, and the optimal use of each
- Understand a proven approach to cross alerting jurisdictions

Speaker:

Woody Baker-Cohn, TITLE, Marin County Sheriff's Office

California Emergency Management Career Credentialing - An Alternative Framework

The purpose of this session is to present an alternative framework for California's Emergency Management Career Credential Program. The methodology for the framework centers around two fundamental questions: Do emergency management professionals in California desire a state-level certification program? If so, how does the California Office of Emergency Services create a program that explicitly shows value to emergency management professionals and prospective employers?

At the completion of this session the attendee will:

- Have an opportunity to decide for themselves if the proposed framework provides value to the emergency management profession. The framework will include cohesion with the national standard set forth by the International Association of Emergency Managers as well as include elements which employers of emergency management professionals seek in their applicants while maintaining a level of exclusivity for California.

Speaker:

Eric Grobmyer, CEM®, Emergency Management Specialist, Orange County Transportation Authority

The Sisyphus Problem: How Mirroring the Field Sets EOCs Up to Fail

Emergency Operations Centers (EOCs) have the potential to be a strong link in the chain of response. They can provide, among other things, a Common Operating Picture and strategic support to field level responders. Too often though the presence of tactical or terminal thinking, poor communication, and unclear objectives can limit the potential for good multi-agency coordination. This isn't surprising given the design of many EOC procedures and documents which often mimic procedures used at the field level. Even less surprising is how difficult it can be to train people to respond to the EOC. In this current system, emergency managers have doomed themselves to the Sisyphean task of preparing a group of EOC responders to arrive at an EOC and use processes that are foreign to their experience. This session will evaluate the pros and cons of using ICS forms within the EOC and offer a straightforward, intuitive coordination process to use instead. Attendees will leave with useful templates and training suggestions crafted from best practices across the State and honed at the City of Los Angeles Emergency Management Department.

At the completion of this session the attendee may be able to:

- Identify the pros and cons to using modified ICS forms to guide EOC processes and procedures
- Familiarize themselves with a template for an updated EOC Action Plan that is more in line with the mission of the EOC and is intuitive to the average EOC responder
- Identify common problems for training and exercise programs and their solutions

Speaker:

Robbie Spears, Emergency Management Coordinator, City of Los Angeles Emergency Management Department

11:15 am – 11:30 am

Break in Exhibit Hall

11:30 am – 1:00 pm

Awards Lunch

1:00 pm – 1:15 pm

Break in Exhibit Hall

1:15 pm – 3:00 pm

Keynotes

Speakers:

Robert Fenton, FEMA

Mark Ghilarducci, Cal OES

3:00 pm – 3:30 pm

Break in Exhibit Room & Raffle

3:30 pm – 4:45 pm

Sessions

From Hacking to Hurricanes - The New Era of Crisis Communications

During any crisis, communicating effectively to all key stakeholders is key. While there are many ways to communicate to your target audiences during an emergency, both traditional and social media are the most effective ways of pushing out information quickly to as many people as possible during a crisis. This session, delivered by a former journalist and now award-winning global crisis communications consultant, will look at the evolution of crisis management and crisis communications over the past 15 years. Specific case studies and lessons learned from recent events will be shared, including some key communications challenges and successes. The session will also review traditional tips and tools required to ensure your organization can communicate effectively during any crisis, while avoiding any reputational damage or additional fall-out that could arise.

Speaker:

Suzanne Bernier, President, SB Crisis Consulting and Author

A Back up for your Back up Plan

When the Woolsey Fire barreled through Malibu, an unprecedented disaster unfolded. The entire City was evacuated, power and cell service was lost, the local radio station was lost, water service was lost in many areas, and emergency resources were few and far between. Learn how a small, contract city survived the biggest disaster in the City's history and what they learned about the level of resilience they already had and the resilience that needs to be achieved going forward.

At the completion of this session the attendee may be able to:

- Create a more resilient EOC staffing plan that recognizes the full value of formal and informal Emergency Management Mutual Aid
- Develop plan for communicating with your community when all power and technology is lost
- Develop a plan to use CERT Teams for points of distribution and information hubs

Speaker:

Susan Duenas, Public Safety Manager, City of Malibu

Strategic Thinking as a Public Information Officer (PIO)

Information is a critical disaster resource. In many ways, information may be THE disaster resource given that communication is almost always listed as the first and most common issue in after action reports. PIOs do more than deploy information, they put the right information into the right hands in the right way at the right time for people to make the right decisions. Often, this means what is not said can be as important as what is said. Curation of information and where and how it is distributed can be more important than what is said. Too much information can lead to overload and information fatigue. Combating this means taking on a strategic role to actively plan on doing more than pushing messages out as quickly as possible. At other times, situations may require the PIO to be much more. Reputation management through smart

practices can require even greater strategic thinking. Yet, often, PIOs are left out of policy decision making meetings, receive far less funding than other response areas, occupy very different management level positions in grey skies than in blue skies, and are often not consulted when their insights into the community make them the subject matter expert.

At the completion of this session the attendee may be able to:

- Think differently about the role of the PIO
- List four ways to be more effective in strategic thinking
- Consider how to take a seat at the policy table
- Build a curation mindset to better deliver the right information in the right way at the right time to the right people to make the right decisions
- Understand how the PIO role functions as a reputation manager

Speaker:

Grant W. Graves, FEMA, Master PIO, American Red Cross

Current Training Mandates and New EOC Courses Being Developed

This session will provide a brief overview of the various disasters that have occurred in California in 2017 and 2018 and how a lack of training may have hampered some response actions, whereas agencies that had invested in training reported a more confident and successful response. It will provide a clear and concise explanation of exactly what training is mandated by the Emergency Services Act for SEMS training and by Homeland Security Presidential Directive 5 for NIMS baseline training. We will also explain what Cal OES and FEMA intermediate and advanced EOC training is recommended, as well as the EOC position credentialing requirements. With the new "2017 NIMS Refresh", FEMA had developed new training requirements for all existing ICS and NIMS courses. We will provide an overview of these new courses including the new EOC training courses being developed to include the IS 2200 (Basic EOC Functions) and L/G 2300 (Intermediate EOC Functions) courses which are the EOC equivalent of the ICS 200/IS 775 and ICS 300/G775 courses.

- Understand the baseline course requirements mandated by the California State Emergency Services Act and Government Code 8607(e)(1) and the Federal Homeland Security Presidential Directive-5

- Understand the current requirements for Cal OES/CSTI EOC Section/Position specific credentialing and the current changes to the ICS and NIMS courses and curriculum as a result of the 2017 NIMS Refresh, including new EOC focused courses are being developed by FEMA

Speaker:

Paul Bockrath, Partner, Preparative Consulting and Cal OES/CSTI Adjunct Instructor.

5:00 pm – 6:00pm

Session

CESA Higher Education Emergency Manager Caucus Description

This session will provide attendees an opportunity to discuss a variety of issues facing higher education emergency managers. We will cover traditional emergency management concerns like planning, training, exercising, and logistics, to more institutional concerns like security threats, and relations with the State of California. Colleges and universities in California have been key partners to cities and counties as they have dealt with disaster responses and we will talk about our niche in these community-wide incidents. This session will be valuable for networking as we welcome all from the UC system, the CSU system, community colleges, and private institutions.

Facilitator:

Jim Yoke, Manager: Emergency Preparedness & Workplace Safety, Chabot-Las Positas Community College District

5:00 pm – 8:00 pm

Hospitality Suite Open

8:00 pm – 11:00 pm

Casino Night/Dance

T H U R S D A Y . O C T O B E R 2 4 , 2 0 1 9

7:30 am – 8:30 am

Breakfast

8:30 am – 9:45 am

Sessions

Martinet's Disaster Toolbox: New Tools for Volunteers & Donations Management and Mutual Aid

In June of 2018, FEMA made a significant change in allowing the use of volunteer time and donations as a credit for the local government cost share. This session will focus on a brand new form for claiming these credits. The second part of the session will introduce a new tool for clearly identifying if and how emergency manager mutual aid (EMMA) is reimbursed

between the requesting and sending agencies. The form will greatly reduce the confusion that has previously existed in EMMA requests. Attendees will leave the session with printed forms which will enable them to set up agreements between cities or counties and private non-profit agencies to help ensure that credits for donations are properly documented to meet FEMA requirements. The printed Mutual Aid tool will clarify the understanding between agencies regarding the costs to be reimbursed. Both tools will reduce the likelihood of a FEMA de-obligation of otherwise available funding.

Speaker:

Michael Martinet, The Martinet Group, LLC

How Using Emergency Management Principles to Plan Special Events Can Better Prepare Staff for Emergencies

Planning for a large-scale event can be a daunting task for any jurisdiction. Most jurisdictions do not have the resources necessary to protect the public on their own and must collaborate with multiple stakeholders to prepare and ensure that the event is safe. The City of Huntington Beach is no different and due to the introduction of a large Airshow, the City was forced to change the way it viewed large-event planning. This City looked to proven Emergency Management principles to help guide them through the process but found very little guidance. This session will examine how the city used NIMS/ICS principles and other emergency management collaborative processes, to plan this and all future special events. Furthermore, by utilizing NIMS/ICS and the action planning process, the City has been able to engage and better prepare staff and response personnel for emergencies.

At the completion of this session the attendee may be able to:

- Attendees will have a good understanding of how the City of Huntington Beach has manipulated the ICS action planning process to plan large special event. They will also learn how to engage employees with practical application of emergency management and ICS principles.

Speaker:

Brevyn Mettler, MS, MPA, CEM, Emergency Services Coordinator, Huntington Beach Fire Department

Camp Fire Lessons Learned: Volunteer and Donations Management

Learn how Butte County developed a comprehensive volunteer and donations management program in the 2018 Camp Fire to address the issues of spontaneous volunteers and unsolicited donations. Review the elements local government will need to document the volunteer hours and donated resources that can be used as an offset to its local cost share in a federally declared disaster. And, learn how to request and integrate AmeriCorps resources into local disaster response and recovery operations.

At the completion of this sessions, attendees may be able to:

- Develop a framework for a volunteer and donations management program to include spontaneous volunteers and unsolicited donations
- Establish a process to document volunteer hours and other donated resources in a federally declared disaster as an offset to the local cost share
- Develop a strategy to leverage National Service (AmeriCorps) resources in response and recovery operations

Speaker:

Sharron Leason, Senior Emergency Officer, California Volunteers - Office of the Governor.

9:45 am – 10:00 am

Break in Exhibit AREA

10:00 am – 11:30 am

Plenary Session

Keynote:

Suzanne Bernier, CEM, CBCP, MBCI
President of SB Crisis Consulting, Author of Disaster Heroes, Board member of the New York Says Thank You Foundation & Global Ambassador for Stars of HOPE USA

Disaster Heroes – Triumph over Tragedy

As one of the world's leading emergency management authorities, Suzanne has worked with governments, communities and companies across the world to help them prepare for, respond to, and recover from some of the world's most significant disasters, including the 9/11, San Bernardino, Manchester, and Brussels terror attacks and recent New Zealand mosque attacks, Hurricanes Katrina and Sandy, the 2003 Northeast Blackout, and the 2009 H1N1 pandemic.

Throughout that time, Suzanne has met, and continues to meet, everyday heroes and helpers who have saved lives, rebuilt communities, and helped complete strangers overcome incredible challenges, just because they felt it was the right thing to do.

The presenter will share some of her personal stories and insights on the many "helpers" she has met throughout her career, including a few from her critically-acclaimed book: Disaster Heroes – Invisible Champions of Help, Hope and Healing, which recounts the incredible stories of ordinary people who've done extraordinary things to help respond, rebuild, and recover following some of the world's most significant modern disasters. These beautiful stories reinforce the power of Public/Private Partnerships as well as our faith in humanity.

11:30 am – 12:00 pm

All Chapter Meeting & Closing Ceremonies

12:00 pm – 12:30 pm

Book Signing with Suzanne Bernier

12:30 pm

Conference Concludes

MINUTES OF MEETING OF THE PERSONNEL COMMITTEE OF THE PALMDALE WATER DISTRICT, MARCH 7, 2019:

A meeting of the Personnel Committee of the Palmdale Water District was held Thursday, March 7, 2019, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Mac Laren called the meeting to order at 4:32 p.m.

1) Roll Call.

Attendance:

Personnel Committee:
Kathy Mac Laren, Chair
Vincent Dino, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Adam Ly, Assistant General Manager
Robert Alvarado, PWD Director
Don Wilson, PWD Director
Jennifer Emery, Human Resources Director
Jim Stanton, Information Technology Manager
Tara Rosati, Customer Care Supervisor
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Dino, seconded by Chair Mac Laren, 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:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held November 8, 2018.

It was moved by Committee Member Dino, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Personnel Committee meeting held November 8, 2018, as written.

4.2) Consideration and Possible Action on Management Training. (\$29,240.00 – Budgeted – Human Resources Director Emery/General Manager LaMoreaux)

Human Resources Director Emery provided an overview of the management training proposed by Tiana Sanchez International, LLC, and after a brief discussion of this training, it was moved by Committee Member Dino, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to approve management training by Tiana Sanchez International, LLC and that this item be presented to the full Board for consideration at the March 25, 2019 Regular Board meeting.

4.3) Consideration and Possible Action on Creating a Field Customer Care Representative II Designation. (No Budget Impact – Human Resources Director Emery)

Human Resources Director Emery reviewed staff's recommendation to create a Field Customer Care Representative II designation, and after a brief discussion of the criteria for this designation, it was moved by Committee Member Dino, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to create a Field Customer Care Representative II designation and that this item be presented to the full Board for consideration at the March 25, 2019 Regular Board meeting.

4.4) Consideration and Possible Action on Revision to Organizational Structure Moving the G.I.S. Coordinator Position From the Engineering Department to the Information Technology Department. (No Budget Impact – Human Resources Director Emery)

Human Resources Director Emery reviewed the proposed revision to the Organizational Structure, and after a brief discussion of the evolving capabilities of the G.I.S. Coordinator position, it was moved by Committee Member Dino, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to revise the Organizational Structure moving the G.I.S. Coordinator position from the Engineering Department to the Information Technology Department and that this item be presented to the full Board for consideration at the March 25, 2019 Regular Board meeting.

4.5) Consideration and Possible Action on Co-Sponsoring Cultural Training With the City of Palmdale. (\$5,200.00 – Budgeted – Human Resources Director Emery)

Human Resources Director Emery provided an overview of the cultural training proposed to be sponsored with the City of Palmdale, and after a brief discussion of the scope and proposed attendance for this training, it was moved by Committee Member Dino, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to approve co-sponsorship of cultural training with the City of Palmdale and that this item be presented to the full Board for consideration at the March 25, 2019 Regular Board meeting.

Chair Mac Laren then recommended that the public be informed of staff's innovative ideas.

5) Information Items:

5.1) Other.

Human Resources Director Emery distributed the GIS Coordinator job description.

She then stated that because of the loss of co-worker Barry Fear, the District's bereavement policy will apply if management notices staff struggling with the loss; that the District is holding a memorial luncheon to honor and celebrate Barry's life on March 21; and that grief counselors from the District's Employee Assistance Program will be available for staff that day.

The District's health and wellness program was then discussed including topics for future trainings and providing body scans for employees through grants.

There were no further information items.

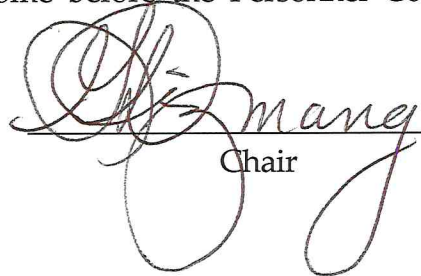
6) Board Members' Requests for Future Agenda Items.

Chair Mac Laren inquired about the compensation comparisons for Directors after which Human Resources Director Emery stated that this information will be available for presentation to the full Board at the March 25, 2019 Regular Board meeting.

There were no requests for future agenda items.

7) **Adjournment.**

There being no further business to come before the Personnel Committee, the meeting was adjourned at 5:23 p.m.



Chair

MINUTES OF MEETING OF THE FINANCIAL HEALTH AND STABILITY COMMITTEE OF THE PALMDALE WATER DISTRICT, JUNE 11, 2019:

A meeting of the Financial Health and Stability Committee of the Palmdale Water District was held Tuesday, June 11, 2019, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dizmang called the meeting to order at 4:00 p.m.

1) Roll Call.

Attendance:

Committee:

Gloria Dizmang, Chair

Don Wilson, Committee Member

Others Present:

Dennis LaMoreaux, General Manager

Adam Ly, Assistant General Manager

Vincent Dino, PWD Director

Judy Shay, Public Affairs Director

Dennis Hoffmeyer, Accounting Supervisor

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 on Non-Agenda Items.

There were no public comments on non-agenda items.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Meeting Held April 23, 2019.

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 April 23, 2019.

4.2) Discussion and Overview of Cash Flow Statement and Current Cash Balances as of April 2019. (Financial Advisor Egan)

Financial Advisor Egan provided an overview of the quarterly Investment Funds Report through April 2019, including the increase in cash due to assessments received, transfers, capital improvement fees, and interest income, and then reviewed total cash and the cash flow statement, including a Department of Water Resources' refund, payouts, and the projected year-end balance.

Chair Dizmang stated that Agenda Item No. 5.1 will now be considered.

5) Information Items.

5.1) Status of Debt Service Coverage. (Financial Advisor Egan)

Financial Advisor Egan stated that the Debt Service Coverage for the period of May 2018 through April 2019 is 1.02; that this will be closely monitored; and that this will change as 2019 progresses.

4.3) Discussion and Overview of Financial Statements, Revenue, and Expense and Departmental Budget Reports for April 2019. (Finance Manager Williams)

Accounting Supervisor Hoffmeyer reviewed in detail the balance sheet, profit and loss statement, year-to-year comparisons, month-to-month comparisons, consumption comparisons, and revenue and expense analysis reports for the period ending April 2019 and stated that most departments are operating at or below the targeted expenditure percentage of 33%, with the exception of Engineering and Human Resources, followed by discussion of plant expenditures, overtime, on-call, delinquencies and bad debt, investments in PRWA, and growth within the District's boundaries.

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

Accounting Supervisor Hoffmeyer provided an overview of the revised 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 available funding sources through April 2019 and the summary of Water Revenue Bond Series 2018A payouts to date.

4.5) Review of 2019 Budget to Determine Addition of Step and Merit Changes for District Staff. (General Manager LaMoreaux)

General Manager LaMoreaux provided an overview of the 2019 Budget to date, which did not include merit and incentive bonuses, recommended this item be reassessed in August to determine if merit and incentive bonuses can be included beginning September 1, 2019, and informed the Committee that future compensation matters will be included with the new rate study.

5) Information Items.

5.2) Status Update on Informing Customers of Electronic Payment Delays. (Finance Manager Williams)

Public Affairs Director Shay stated that information on electronic payment delays has been posted on social media sites and included on the June billing statements and in the latest issue of The Pipeline.

5.3) Status Update on Budgeted Maintenance Items. (Facilities Manager Bligh)

Assistant General Manager Ly stated that items are repaired as needed due to budget constraints and that maintenance items will be included in the new rate study.

5.4) Other.

There were no further information items.

6) Board Members' Requests for Future Agenda Items.

The Proposition 218 process was discussed, and General Manager LaMoreaux stated that updates on the Proposition 218 process, an updated timeline, and Resolution No. 16-17 will be reviewed at the next Committee meeting.

7) Date of Next Committee Meeting.

It was determined that the next Financial Health and Stability Committee meeting will be held July 16, 2019 at 4:00 p.m.

8) **Adjournment.**

There being no further business to come before the Finance Committee, the meeting was adjourned at 5:25 p.m.


Chair

MINUTES OF MEETING OF THE FACILITIES COMMITTEE OF THE PALMDALE WATER DISTRICT, FEBRUARY 22, 2018:

A meeting of the Facilities Committee of the Palmdale Water District was held Thursday, February 22, 2018, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Dino called the meeting to order at 8:15 a.m.

1) Roll Call.

Attendance:

Facilities Committee:
Vincent Dino, Chair
Joe Estes, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager
Mike Williams, Finance Manager
Tim Moore, Facilities Manager
Mynor Masaya, Operations Manager
Laura Gallegos, Public Affairs Specialist
Dawn Deans, Executive Assistant
0 members of the public

2) Adoption of Agenda.

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

3) Public Comments.

There were no public comments.

4) Action Items:

4.1) Consideration and Possible Action on Approval of Minutes of Regular Meeting Held September 11, 2017.

It was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Facilities Committee meeting held September 11, 2017, as written.

4.2) Consideration and Possible Action to Authorize Purchasing Materials to Complete Inventory Level Determined Necessary for Emergency Response. (\$245,000.00 – Non-Budgeted – Facilities Manager Moore)

Facilities Manager Moore provided an overview of staff's evaluation of materials needed to better prepare the District for any type of emergency, and after a brief discussion of the materials and the cost, it was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to authorize the purchase of materials to complete the District's inventory level determined necessary for emergency response in the not-to-exceed amount of \$245,000.00 and that this item be presented to the full Board for consideration at the February 28, 2018 Regular Board meeting.

4.3) Consideration and Possible Action on Declaring District Property as Surplus and Authorizing Staff to Complete the Disposal Process. (Revenue Anticipated From Disposal – Facilities Manager Moore)

Facilities Manager Moore provided an overview of the property proposed by staff to be declared as surplus, and after a brief discussion of this property, of the success of the leasing program, and of the disposal method, it was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to declare District property as surplus and authorizes staff to complete the disposal process.

4.4) Consideration and Possible Action on the Lease of Five Vehicles. (\$40,000.00 – Budgeted – Facilities Manager Moore)

Facilities Manager Moore provided an overview of the success of the District's vehicle leasing program, and after a brief discussion of the vehicles proposed to be added to the lease, it was moved by Committee Member Estes, seconded by Chair Dino, and unanimously carried by all members of the Committee present at the meeting that the Committee concurs with staff's recommendation to add five vehicles to the District's leasing program in the not-to-exceed amount of \$40,000.00.

4.5) Discussion and Overview of the Leslie O. Carter Water Treatment Plant "Facility Evaluation Results and Recommendations" Report Dated December 2017 Prepared by Carollo Engineers, Inc. (Operations Manager Masaya)

Operations Manager Masaya provided an overview of the "Facility Evaluation Results and Recommendations" Report prepared by Carollo Engineers, Inc. for the

Leslie O. Carter Water Treatment Plant, which includes evaluations in the areas of chemicals, filtration and plant hydraulics, and structural, and then provided an overview of Carollo's and staff's recommendations for improvements in each of these areas followed by discussion of the cost of these improvements, the timeline for completion, and conducting a full asset evaluation of the District's infrastructure.

5) Information Items.

5.1) Other.

General Manager LaMoreaux stated that a new maintenance contractor for the wind turbine has been hired and will provide the District with detailed monthly reports.

He then stated that the materials used to hold the curtains inside the 6MG clearwell have been replaced and that in the next few years, the curtains will need to be replaced and the tank recoated at a cost of nearly \$1 million.

There were no additional information items.

6) Board Members' Requests for Future Agenda Items.

There were no requests for future agenda items.

7) Adjournment.

There being no further business to come before the Facilities Committee, the meeting was adjourned at 9:32 a.m.


Chair