

**MINUTES OF MEETING OF THE RESOURCE AND FACILITIES COMMITTEE OF
THE PALMDALE WATER DISTRICT, FEBRUARY 11, 2020:**

A meeting of the Resource and Facilities Committee of the Palmdale Water District was held Tuesday, February 11, 2020, at 2029 East Avenue Q, Palmdale, California, in the Board Room of the District office. Chair Mac Laren called the meeting to order at 3:02 p.m.

1) Roll Call.

Attendance:

Committee:

Kathy Mac Laren, Chair

Robert Alvarado, Committee
Member

Others Present:

Dennis LaMoreaux, General Manager

Adam Ly, Assistant General Manager

Mike Williams, Finance Manager

Judy Shay, Public Affairs Director

Scott Rogers, Engineering/Grant Manager

Claudia Bolanos, Resource & Analytics Supervisor

Don Wilson, PWD Director

Dawn Deans, Executive Assistant

0 members of the public

2) Adoption of Agenda.

It was moved by Committee Member Alvarado, 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: (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 December 10, 2019.

It was moved by Committee Member Alvarado, seconded by Chair Mac Laren, and unanimously carried by all members of the Committee present at the meeting to approve the minutes of the Resource and Facilities Committee meeting held December 10, 2019, as written.

4.2) Consideration and Possible Action on a Recommendation Declaring District Vehicles as Surplus and Offering Same for Sale and/or Lease Returns. (Potential Revenue – Facilities Manager Bligh)

Assistant General Manager Ly provided an overview of the vehicle for surplus, and after a brief discussion, it was moved by Committee Member Alvarado, 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 declare District vehicles as surplus and offer same for sale and/or lease returns and that this item be presented to the full Board for consideration at the February 24, 2020 Regular Board Meeting.

4.3) Consideration and Possible Action on a Recommendation to Update the District's Standard Specifications for Water Distribution Construction. (No Budget Impact – Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers provided an overview of the updates proposed for the District's Standard Specifications for Water Distribution Construction, and after a brief discussion, it was moved by Committee Member Alvarado, 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 the update of the District's Standard Specifications for Water Distribution Construction and that this item be presented to the full Board for consideration at the February 24, 2020 Regular Board Meeting.

4.4) Consideration and Possible Action on Recommendation to Authorize Staff to Enter Into a Contract for a Well Rehabilitation Prioritization Program With Kyle Groundwater. (\$139,992.00 – Budgeted – Budget Line Item No. 1-02-5070-007 – Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers provided an overview of the purpose of the Well Rehabilitation Prioritization Program, and after a brief discussion of the scope of services, it was moved by Committee Member Alvarado, 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 award a contract for a Well Rehabilitation Prioritization Program to Kyle Groundwater in the not-to-exceed amount of \$139,992.00 and that this item be presented to the full Board for consideration at the February 24, 2020 Regular Board Meeting.

4.5) Consideration and Possible Action on Recommendation to Adopt Resolution No. 20-4 Being a Resolution of the Board of Directors of the Palmdale Water District Revising Appendix M of the District's Rules and Regulations. (No Budget Impact – Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers provided an overview of proposed revisions to Appendix M of the District's Rules and Regulations, and after a brief discussion of these revisions, it was moved by Committee Member Alvarado, 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 Resolution No. 20-4 being a Resolution of the Board of Directors of the Palmdale Water District Revising Appendix M of the District's Rules and Regulations and that this item be presented to the full Board for consideration at the February 24, 2020 Regular Board Meeting.

4.6) Consideration and Possible Action on a Recommendation to Approve Updates to the Water Use Efficiency Rebate Programs Including the Implementation of a New Smart Controller Rebate Program and Increases to the Rebate Amounts for the District's Current High Efficiency Toilet Rebate and High Efficiency Clothes Washer Rebate Programs. (Budgeted Under Department Rebate Programs – Resource and Analytics Supervisor Bolanos)

Resource and Analytics Supervisor Bolanos provided an overview of the new Smart Controller Rebate Program and proposed increases to existing rebate programs, and after a brief discussion of these programs, it was moved by Committee Member Alvarado, 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 updates to the Water Use Efficiency Rebate Programs, including the implementation of a New Smart Controller Rebate Program and increases to the rebate amounts for the District's current High Efficiency Toilet Rebate and High Efficiency Clothes Washer Rebate Programs, and that this item be presented to the full Board for consideration at the February 24, 2020 Regular Board Meeting.

4.7) Review 2019 Resource and Facilities Committee Goals and Establish 2020 Goals.

The 2019 Resource and Facilities Committee goals were reviewed, and it was determined that 2020 Resource and Facilities Committee Goals are as follows:

- Continue to be aware of evolving and transitional technologies the District may need in the future.
- Continue with project plans approved in the 2019 Water Rate Study with an annual end of year progress update.
- Stay informed of regional partner technologies and continue working with area agencies to determine the next steps for mutual assistance in the event of emergencies.
- Review and monitor timeline for 2020 projects.
- Review of Littlerock Reservoir Sediment Removal Project to ensure bids are obtained for the sediment removal process.

General Manager LaMoreaux then recommended that projects planned for 2020 be reviewed at the next Committee meeting.

5) Information Items.

5.1) Status of 2019 State Water Project Allocation Use. (Resource and Analytics Director Thompson II)

Resource and Analytics Supervisor Bolanos stated that the District's current State Water Project allocation is 15% and that exchanges and water banking agreements are in place to meet 2020 demand.

5.2) Status on Littlerock Reservoir Sediment Removal Project. (Project Manager Thompson)

Engineering/Grant Manager Rogers stated that the construction of the grade control structure for the Littlerock Reservoir Sediment Removal Project is complete; that the site is now being maintained and monitored; that quarry pits have been contacted to begin negotiations for sediment removal; and that the final sediment removal plans have been requested followed by discussion of the closure of the area.

Committee Member Alvarado then requested that information be conveyed to the Friends of Littlerock Dam (FOLD) group.

5.3) Status on Palmdale Regional Groundwater Recharge and Recovery Project. (Engineering/Grant Manager Rogers)

Engineering/Grant Manager Rogers stated that proposals have been requested for extraction test well no. 1 for the Palmdale Regional Groundwater Recharge and Recovery Project; that bids are due February 23; and that grant funding awards for phase 2 of this Project and for the Littlerock Reservoir Sediment Removal Project will be announced in May 2020.

5.4) Status on Water Conservation and Education Garden. (Resource and Analytics Supervisor Bolanos/Committee Member Alvarado)

Resource and Analytics Supervisor Bolanos stated that staff is working on a slight redesign of the Garden due to the location of underground utilities.

5.5) Other.

Assistant General Manager Ly stated that the security alarm for the office building is being upgraded as part of the O & M budget.

He then stated that a scope of work for proposals for the upstairs and downstairs office remodel will be distributed with bids presented to the Committee and to the full Board for consideration by April followed by discussion of the scope of work.

At the request of Committee Member Alvarado, Assistant General Manager Ly provided an update on the maintenance of the elevator.

Fencing surrounding the Palmdale Lake property was then discussed, and Chair Mac Laren stated that the Palmdale Fin and Feather Club officers reiterated for everyone to attend their annual barbecue, enjoy the Lake and facilities, and continue to better the relationship between the District and the Club.

6) Board Members' Requests for Future Agenda Items.

It was stated that "Discussion and review of 2020 planned projects" will be placed on the next agenda.

There were no further requests for future agenda items.

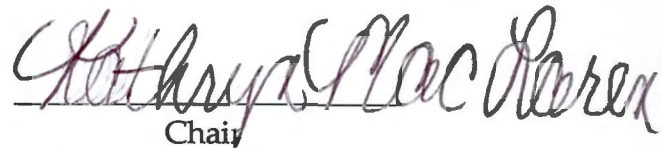
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7) **Date of Next Committee Meeting.**

It was determined that the next Resource and Facilities Committee meeting will be held March 26, 2020 at 3:30 p.m. followed by discussion of Alternate Committee Members for Standing Committees.

8) **Adjournment.**

There being no further business to come before the Resource and Facilities Committee, the meeting was adjourned at 4:08 p.m.


Chair